



CITY OF SALISBURY CITY COUNCIL ORGANIZATION MEETING AGENDA

November 18, 2019

Government Office Building

6:00 p.m.

Room 301

Times shown for agenda items are estimates only.

- 6:01 p.m. WELCOME/ANNOUNCEMENTS
- 6:02 p.m. CITY INVOCATION – Pastor Martin Hutchison of Community of Joy Church
- 6:04 p.m. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA
- 6:05 p.m. CALL TO ORDER – Council President John “Jack” R. Heath
- 6:06 p.m. ADOPTION OF AGENDA
- 6:07 p.m. APPROVAL OF MINUTES
- **October 21, 2019 Closed Session Minutes (separate envelope)**
 - **November 12, 2019 Council Meeting Minutes**
- 6:10 p.m. COUNCIL / COUNCIL PRESIDENT COMMENTS
- 6:25 p.m. OATH OF OFFICE – James B. McAllister, Wicomico County Clerk of Circuit Court
- 6:30 p.m. ORGANIZATION OF CITY COUNCIL – Election of Council President and Vice-President
- 6:35 p.m. NEW COUNCIL CONCLUDING COMMENTS
- 6:45 p.m. ADJOURNMENT

Copies of the agenda items are available for review in the City Clerk’s Office, Room 305– City/County Government Office Building, 410-548-3140 or on the City’s website www.salisbury.md. City Council Meetings are conducted in Open Session unless otherwise indicated. All or part of the Council’s meetings can be held in Closed Session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b), by vote of the City Council.

1 **CITY OF SALISBURY, MARYLAND**

2
3 **REGULAR MEETING**

NOVEMBER 12, 2019

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5 **PUBLIC OFFICIALS PRESENT**

6
7 *President John “Jack” R. Heath* *Mayor Jacob R. Day*
8 *Vice-President Muir Boda* *Councilwoman Angela M. Blake*
9 *Councilman James Ireton, Jr.* *Councilwoman April Jackson*

10
11 **IN ATTENDANCE**

12
13 *Deputy City Administrator Andy Kitzrow, Procurement Director Jennifer Miller, Infrastructure*
14 *and Development Director Amanda Pollack, Fire Chief John Tull, City Clerk Kim Nichols, City*
15 *Attorney Mark Tilghman, and interested citizens.*

16 *****

17 **CITY INVOCATION – PLEDGE OF ALLEGIANCE**

18
19 *The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President*
20 *John R. Heath called the meeting to order and invited Elder Tyrone Cooper of New Dimensions*
21 *Family Ministries, Salisbury Fire Department Volunteer Firefighter & Chaplain to the podium*
22 *to provide the City Invocation, followed by the Pledge of Allegiance to the flag of the United*
23 *States of America.*

24
25 **PROCLAMATION**

26
27 *Mayor Day presented the “Wicomico Public Libraries Day” proclamation to Wicomico County*
28 *Public Library Director Ashley Teagle to celebrate the 150th anniversary of the Wicomico*
29 *County Public Library and its mission to serve the people of Wicomico County by supporting*
30 *education, enriching lives, and building community. Many citizens depend on the free services*
31 *provided by the library at its multiple locations.*

32
33 *Ms. Teagle provided a PowerPoint presentation (attached as part of the minutes) and included*
34 *the following goals: expanding services and technologies, building partnerships throughout the*
35 *community, better serving underserved and diverse populations, increasing early childhood*
36 *development, and making libraries The Hub of the community.*

37
38 **ADOPTION OF LEGISLATIVE AGENDA**

39
40 *Ms. Jackson moved, Mr. Ireton seconded, and the vote was unanimous to approve the legislative*
41 *agenda as presented.*

42
43 **CONSENT AGENDA** – presented by City Clerk Kim Nichols

44
45 *The Consent Agenda consisting of the following items was unanimously approved on a motion*
46 *and second by Mr. Boda Ireton and Ms. Jackson respectively:*

- October 7, 2019 Special Meeting Minutes
- October 7, 2019 Work Session Minutes
- October 14, 2019 Council Meeting Minutes
- October 21, 2019 Work Session Minutes
- October 28, 2019 Council Meeting Minutes
- Resolution No. 2983- approving the appointment of Meredith Stimis to the Revolving Loan Advisory Committee for term ending November 2023
- Approving the Manufacturing Exemption request for Bay Steel, Inc.
- Approving the Manufacturing Exemption request for Delmar Brewing Company, LLC
- Approving the Manufacturing Exemption request for DiCarlo Precision Instrument, Inc.
- Approving the Manufacturing Exemption request for Jubilant Cadista Pharmaceuticals, Inc.
- Approving the Manufacturing Exemption request for K & L Microwave, Inc.
- Approving the Manufacturing Exemption request for Mason Dixon Machining, Inc.
- Approving the Manufacturing Exemption request for Pepsi Bottling Ventures, LLC
- Approving the Manufacturing Exemption request for Perdue Foods, LLC

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AWARD OF BIDS – presented by Director of Procurement Jennifer Miller

The Award of Bids, consisting of the following items, was unanimously approved on a motion by Mr. Ireton that was seconded by Ms. Jackson:

- | | |
|--|--------------|
| • ITB A-20-101, City-wide Pavement Surface Treatment | \$366,750.00 |
| • RFP A-20-103, Fire Apparatus Maintenance and Repair Services | \$131,000.00 |
| • ITB A-20-103, Janitorial Services | \$ 30,487.50 |

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RESOLUTIONS – presented by Deputy City Administrator Andy Kitzrow

- Resolution No. 2967- proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the southerly Corporate Limit of the City of Salisbury to be known as “Johnson Road-Dirk Widdowson Annexation” beginning for the same at a point being South from a corner of the existing Corporate Limit of the City of Salisbury and also being on the westerly line of and near the northwesterly corner of the lands of Dirk Widdowson located at 927 Johnson Road continuing around the perimeter of the affected property to the point of beginning

Ms. Jackson moved, Mr. Ireton seconded, and the vote was unanimous to approve Resolution No. 2967. The Public Hearing was scheduled for December 9, 2019.

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- Resolution No. 2968- to adopt an annexation plan for a certain area of land contiguous to and binding upon the southerly Corporate Limit of the City of Salisbury to be known as “Johnson Road-Dirk Widdowson Annexation” beginning for the same at a point being South from a corner of the existing Corporate Limit of the City of Salisbury and also being on the westerly line of and near the northwesterly corner of

73 the lands of Dirk Widdowson located at 927 Johnson Road continuing around the
74 perimeter of the affected property to the point of beginning

75 Mr. Boda moved, Mr. Ireton seconded, and the vote was unanimous to approve Resolution
76 No. 2968.

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78 **ORDINANCES** – presented by City Attorney Mark Tilghman

- 79
80 • **Ordinance No. 2566**- 2nd reading - approving an amendment of the FY2020 Fire
81 Department Budget to transfer insurance funds received by the City to the Fire
82 Department Operating Budget from the General Fund for revenue received for repairs to
83 Ambulance A-2

84
85 Ms. Jackson moved, Mr. Ireton seconded, and the vote was unanimous to approve
86 Ordinance No. 2566 for second reading.

- 87
88 • **Ordinance No. 2567**- 2nd reading - approving a Budget Amendment of the FY2020
89 Fire Department Budget to transfer funds from the City General Fund to the Fire
90 Department Operating Budget to cover expenses for vehicle maintenance

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92 Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous to approve
93 Ordinance No. 2567 for second reading.

- 94
95 • **Ordinance No. 2569**- 2nd reading - approving a Budget Amendment of the Grant Fund
96 to appropriate funds from a Community Needs Grant, from the Community Foundation
97 of the Eastern Shore, Inc., awarded for the City of Salisbury Youth Civics Council

98
99 Ms. Blake moved and Mr. Ireton seconded to approve Ordinance No. 2569 for second
100 reading. Mr. Boda moved to amend Ordinance No. 2569 by striking FY19 and inserting
101 FY20 on Lines 35 and 38. Ms. Jackson seconded, and the motion was approved by
102 unanimous vote in favor.

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104 Mr. Tilghman then presented Ordinance No. 2569 for second reading, which was
105 unanimously approved.

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107 **COUNCIL COMMENTS**

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109 Mr. Boda said he appreciated Mr. Ireton’s service to the City and his friendship over the years.

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111 **ADJOURNMENT**

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113 With no further business to discuss, the Legislative Session adjourned at 6:42 p.m.

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115 _____
116 City Clerk

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118 _____
119 Council President



WICOMICO PUBLIC LIBRARIES

Downtown Branch • Centre Branch • Pittsville Branch
Bookmobile • Reader Van

MORE than just BOOKS!





Wicomico Public Libraries 150th Anniversary Celebration

Celebrate the Chapters of our History
Light jazz, hors d'oeuvres, cash bar & silent auction.

SAVE THE DATE
Thursday, Nov. 21
6-8 p.m.
Downtown Branch

GET YOUR TICKETS ONLINE!

Ticket \$35, \$20(w/ Friends Member)

MORE than just BOOKS!

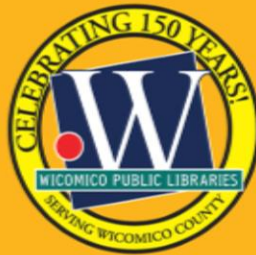




FRIENDS-ONLY PREVIEW SALE!

THURSDAY,
NOV. 21
5-7 PM FOR
CURRENT
FRIENDS
ONLY.

Must bring Friends
membership card!



Friends of Wicomico Public Libraries BIANNUAL BOOK SALE

Downtown Library Nov. 22, 23, 24

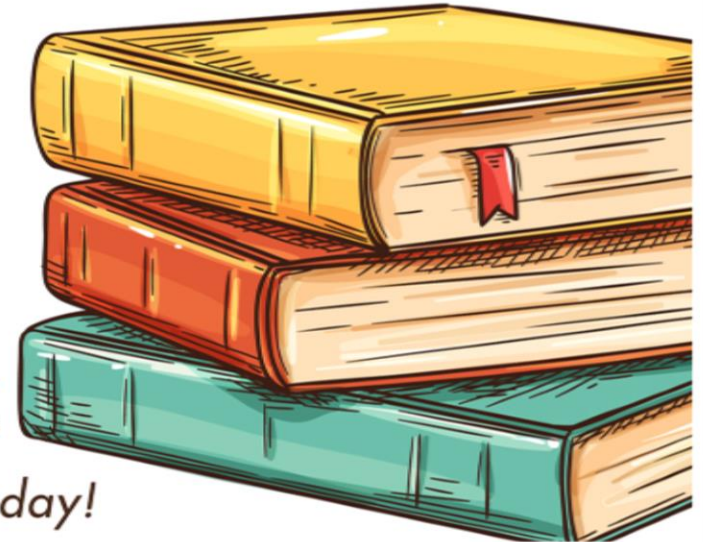
FRIDAY 10am - 4:30pm • SATURDAY 10am - 4:30pm • SUNDAY 1pm - 4:30pm



FRIENDS

of Wicomico Public Libraries

Not a Friends member? Join today!



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This project was made possible in part by the Institute of Museum
and Library Services and Maryland State Library





Do You Need **INTERNET** at home or on the go... Check out a **Kajeet Smart Spot!**

Now Available for check out at Downtown & Pittsville Branches

- Check out for 4 weeks
- 5gb/month and 500mb/day
- Usage fee: FREE
- Works within Verizon coverage area
- Homework, Job Searching
- Internet access anytime & anywhere

About the Devices

A WiFi Hotspot is a small portable device that enables users to connect their laptops, smartphones, tablets, and other Internet-enabled devices to the Internet through local cellular networks. The library's WiFi Hotspots, also known as Kajeet SmartSpots, operate on the Verizon cellular network.



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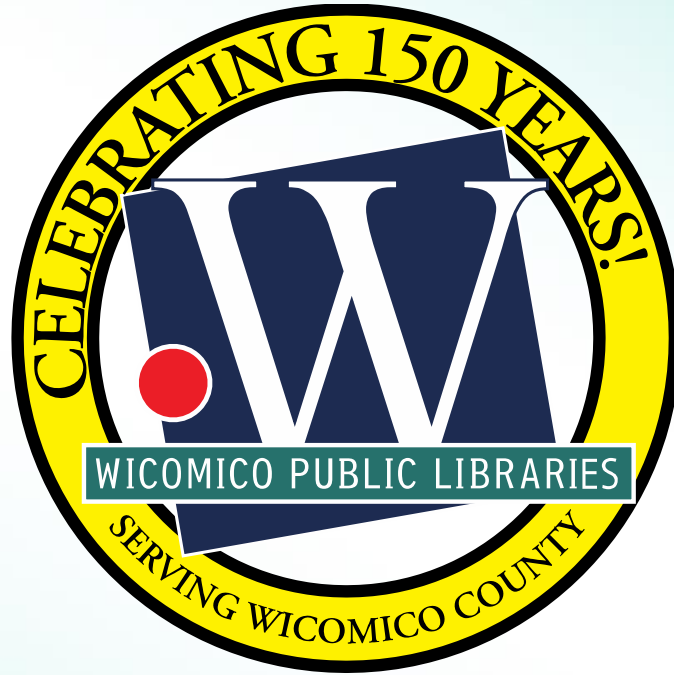


Looking to the Future...

- Expanding Services & Technologies
- Building Partnerships Throughout the Community
- Better Serving Underserved & Diverse Populations
 - Increasing Early Childhood Development
- Making the Libraries The Hub of the Community

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SUPPORTING LEARNING, ENRICHING LIVES, & BUILDING COMMUNITY

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