

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING (VIA ZOOM MEETING)**

**SEPTEMBER 28, 2020**

**PUBLIC OFFICIALS PRESENT**

*President John “Jack” R. Heath  
Councilwoman Michele Gregory*

*Council Vice-President Muir Boda  
Councilwoman April Jackson*

**PUBLIC OFFICIALS ABSENT**

*Mayor Jacob R. Day  
Councilwoman Angela M. Blake*

**IN ATTENDANCE**

*Deputy City Administrator Andy Kitzrow, Department of Infrastructure & Development Director Amanda Pollack, Fire Chief John Tull, Deputy Chief James Gladwell, Business Development Director Laura Soper, City Planner Anne Roane, Sustainability Coordinator Alyssa Hastings, City Clerk Kimberly Nichols, City staff and interested members of the Public.*

\*\*\*\*\*

**CITY INVOCATION – PLEDGE OF ALLEGIANCE**

*The City Council met in regular session at 6:00 p.m. via a Zoom Meeting. Council President John R. Heath called the meeting to order and called for a moment of silent meditation.*

**PROCLAMATIONS**

**World Migratory Bird Day**

*Deputy City Administrator Andy Kitzrow presented the proclamation declaring October 8, 2020 as World Migratory Bird Day in support of Bird City Maryland’s October 2020 virtual celebratory event. Migratory birds and songbirds are beautiful and easily observed, and are symbolic harbingers of spring. They control insect pests and help generate millions of recreational dollars in the State, but they and their habitats are declining due to a growing number of threats on their migration routes. Public awareness and concern are key components of their conservation. Bird City Maryland hosted a virtual event October 8-10, 2020 in celebration of World Migratory Bird Day’s 2020 theme, “Birds Connect Our World,” which included highlights of the three Maryland Bird Cities- La Plata, Annapolis, and Salisbury, the first Bird City on the Lower Eastern Shore.*

*Sustainability Coordinator Alyssa Hastings reported the City was celebrating World Migratory Bird Day as part of the “Bird City Maryland” application. The City will now be a “Bee City”, “Tree City” and a “Bird City.” She said the Eastern Shore was crucial for many birds and their habitats. Over 2.9 million birds have been lost since 1950 in North America. She wanted the citizens to be aware that Salisbury was doing all it could do to help provide habitat and ensure the land use policies were in line with sustainability so that we could enjoy our birds. Part of the*

*Bird City application included choosing the official Salisbury Bird City bird. She encouraged everyone to vote on Salisbury's signature bird from the Salisbury website.*

### *Fire Prevention Week*

*Mr. Kitzrow presented the Fire Prevention Week 2020 proclamation. United States Fire Departments responded to more than 379,600 home fires in 2018, with 2,790 deaths. Cooking was the leading cause of home fires in the United States, while working smoke alarms cut the risk of dying in home fires in half. Everyone should stay in the kitchen while cooking and keep a three-foot kid-free zone around cooking areas because children under the age of five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire. Home safety plans are crucial to surviving home fires, and everyone should be taught how to escape on their own. October 4 – 10, 2020 was proclaimed as "Fire Prevention Week 2020" and all citizens were urged to check their kitchens for fire hazards, and to use safe cooking practices.*

*Chief Tull said this year was a challenge due to COVID-19, but the Fire Department's main mission was to deliver fire safety conversation and discussion primarily in the school system. Members of the department have created virtual learning with the use of videos to deliver the same type of information that used to be done in person. The videos will be shared with the schools so that children could still learn about fire safety.*

### **ADOPTION OF LEGISLATIVE AGENDA**

*Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous (4-0) to approve the legislative agenda.*

### **CONSENT AGENDA** – presented by City Clerk Kimberly Nichols

*The Consent Agenda consisting of the following items was unanimously approved on a motion and seconded by Mr. Boda and Ms. Jackson, respectively:*

- *September 8, 2020 Work Session Minutes*
- *September 14, 2020 Legislative Session Minutes*
- *Resolution No. 3062- approving the appointment of Amy Heger to the Sustainability Advisory Committee for the term ending September 2023*
- *Resolution No. 3063- declaring that Spicy Chicken, LLC is eligible to receive Enterprise Zone benefits for property located at 107 Williamsport Circle, Salisbury, Maryland*
- *Resolution No. 3064- accepting a donation of a new walk-in freezer and payment for a rented freezer from the Salisbury Zoo Commission for the Salisbury Zoological Park*

*President Heath thanked Ms. Heger for volunteering on the City committee, the Zoo Commission for the donation of the freezer, and Perdue for donating the temporary freezer.*

### **AWARD OF BIDS** – presented by Procurement Director Jennifer Miller

*The Award of Bids, consisting of the following, was unanimously approved on a motion and seconded by Mr. Boda and Ms. Jackson, respectively:*

- *Award of Bid, RFP A-21-101, Architectural/Engineering Support Service* \$300,000  
(approx.. FY21 budget)

**ORDINANCES-** presented by City Attorney Mark Tilghman

- **Ordinance No. 2614-** 2<sup>nd</sup> reading- to amend the following sections sections of Title 13, Public Services of the Salisbury Municipal Code: Chapter 13.01.030, 13.02.020b.3,.7.,8., 13.02.050, 13.02.060e., 13.02.070, 13.02.080, and 13.02.090 to revise the Comprehensive Connection Charges definition and applications

*Ms. Jackson moved and Ms. Gregory seconded to approve Ordinance No. 2614 for second reading.*

*Mr. Boda moved to amend Ordinance No. 2614 for second reading as read by Mr. Tilghman. Ms. Jackson seconded, and the motion was unanimously approved.*

*Ordinance No. 2614, as amended for second reading, was approved by unanimous vote in favor.*

- **Ordinance No. 2615-** 2<sup>nd</sup> reading- to amend the Fee Schedule for FY2021

*Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2615 for second reading.*

- **Ordinance No. 2616-** 2<sup>nd</sup> reading- to authorize the Mayor to enter into a contract with the Bureau of Justice Assistance for the purpose of accepting grant funds in the amount of \$78,445.00, and to approve a budget amendment to the FY2021 Grant Fund to appropriate funds for Personal Protective Equipment (PPE) purchases

*Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2616 for second reading.*

- **Ordinance No. 2617-** 2<sup>nd</sup> reading- to authorize the Mayor to enter into a contract with the Community Foundation of the Eastern Shore for the purpose of accepting grant funds in the amount of \$5,000.00, and to approve a budget amendment to the FY2021 Grant Fund to appropriate funds for offsetting Personal Protective Equipment (PPE) purchases

*Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2617 for second reading.*

- **Ordinance No. 2618-** 2<sup>nd</sup> reading- to authorize the Mayor to enter into a contract with the Maryland Community Health Resources Commission for the purpose of accepting grant funds in the amount of \$24,799.00, and to approve a budget amendment to the FY2021 Grant Fund to appropriate funds for establishing a Telehealth component to the Swift Program

*Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2618 for second reading.*

- **Ordinance No. 2619**- *1st reading- pursuant to Chapter 17.228 of Title 17, Zoning of the Salisbury Municipal Code and Section 4-103 of the Land Use Article of the Annotated Code of Maryland for the purpose of amending Section 17.212.030, to add Warehouses Or Storage Facilities as a permitted use in Shopping Centers*

*Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2619 for first reading.*

*President Heath announced the Public Hearing for the text amendment would be held on October 26, 2020 at 6:00 p.m.*

- **Ordinance No. 2620**- *1st reading- to amend Chapter 12.36 – Sidewalk Cafes of the Salisbury Municipal Code to amend the requirements for Sidewalk Cafes*

*Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2620 for first reading.*

*Mr. Boda asked about the businesses already utilizing sidewalk café areas and wondered if they would be grandfathered in, or if they would have to suspend operations and then apply. Business Development Director Laura Soper said the permit would be renewable on an annual basis.*

### **PUBLIC COMMENTS**

*There were no requests for public comments.*

### **COUNCIL COMMENTS**

*Mr. Boda thanked the Fire Department for securing the grants, which were very important.*

*Ms. Jackson concurred with Mr. Boda, and asked everyone to be safe, wear masks, and social distance. Complete your census if you haven't already.*

*Ms. Gregory reminded everyone the deadline to register to vote was October 13, 2020. The deadline to request a mail-in ballot was October 20<sup>th</sup>. Make sure you are registered.*

*President Heath asked everyone to give blood if you are able, and reiterated how important it was to complete your census.*

*Mr. Kitzrow reminded everyone to complete their census and make sure they are registered to vote.*

**ADJOURNMENT**

*With no further business to discuss, the Legislative Session adjourned at 7:24 p.m.*

*Kimberly R. Nichols*  
\_\_\_\_\_  
City Clerk

*John R. Heato*  
\_\_\_\_\_  
Council President