

CITY OF SALISBURY  
WORK SESSION (VIA ZOOM MEETING)  
OCTOBER 5, 2020

Public Officials Present

Council President John “Jack” R. Heath  
Councilwoman Angela M. Blake

Council Vice President Muir Boda  
Councilwoman Michele Gregory

Public Officials Absent

Mayor Jacob R. Day  
Councilwoman April Jackson

In Attendance

City Administrator Julia Glanz, Grants Manager Deborah Stam, Fire Chief John Tull, Deputy Fire Chief Lee Smith, Field Operations (FOps) Director Tom Stevenson, Firefighter Todd Dudek, Retired Fire Chief Bill Higgins, City Attorney Mark Tilghman, and City Clerk Kimberly Nichols.

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On October 5, 2020 the Salisbury City Council convened in a Work Session at 4:30 p.m. via Zoom. The following is a synopsis of the topics discussed:

**Ordinance to accept donated funds for community projects**

Grants Manager Deborah Stam reported the City received three checks in early February 2020 as donations for various community projects. Before the City could determine the best way to accept the funds and set up the account for expenditure, COVID-10 happened and it fell by the wayside. In getting back on track, a grants account was set up to accept the funds. The funds donated were:

- \$300 from Dr. Vel Natesan for the Kindness Commission
- \$100 from First Shore Federal Savings and Loan Association for the Kindness Commission
- \$50 from William and Brenda Beauchamp for the Ben’s Red Swings playground

Mr. Boda proposed creating an online form in which donations could be made for community projects.

Council appreciated the donations and reached unanimous consensus to move forward with the budget amendment.

**Resolution to purchase 519 Delaware Avenue, 601 W. Isabella Street, and 605 W. Isabella Street**

FOps Director Tom Stevenson reported on the three resolutions to purchase property contiguous to City-owned property. The purchases would expand Fop’s footprint as the improvements in the Master Plan were continued. 601 and 605 W. Isabella Streets would become part of Fop’s new 10,000 square foot Administrative Building, and 519 Delaware Ave. would become part of the

stormwater management system. After acquiring the two W. Isabella properties, two other properties would need to be acquired by FOPs- 609 W. Isabella St. (vacant lot) and 613 W. Isabella (owner occupied structure). The owner of 613 W. Isabella St. had expressed interest in selling. Mr. Stevenson reported the three properties discussed would exhaust FOPs funds to continue to purchase property, and they would have to figure out how to buy the last two.

President Heath asked City Attorney Mark Tilghman if he was satisfied with the indemnification on the environmental side, and Mr. Tilghman stated he was not opposed to inspection of the properties. Mr. Stevenson said he was not concerned with 601 W. Isabella St. as it was always a single-family dwelling at that location, and the worse thing they might find was a buried fuel tank. President Heath did not want the City to be responsible for cleaning up problems left before the purchase. He asked Mr. Tilghman if the contracts were worded to that effect, and Mr. Tilghman was satisfied with the language of the indemnification agreement, but having the language did not guarantee the ability to indemnify and reimburse the City. He said for that reason he was not opposed to the inspection of the properties.

President Heath asked Mr. Stevenson to attain costs for Phase 1 on the properties and placed the properties on the pending agenda list. Council would discuss purchase after costs were acquired.

**Resolution to accept the donation of apparatus and equipment from Volunteer Fire Companies 2 & 16**

Fire Chief John Tull introduced Deputy Chief Lee Smith, Deputy Chief James Gladwell, Retired Chief Bill Higgins (President of Fire Station 2), and Firefighter Todd Dudek (President of Station 16 and the volunteer corporations). There was \$268,524.94 worth of equipment and supplies purchased by the volunteer corporations and gifted to the City. The list of donated equipment and its value included the following:

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|---|---------------------|
| • Command Vehicle Replacement (Assistant Chief 2) | Value - \$85,803.00 |
| • Staff Vehicle Replacement (Deputy Chief)        | Value - \$85,803.00 |
| • Support Vehicle Replacement (Utility 2)         | Value - \$57,000.00 |
| • Lifting package for Chief’s Vehicle             | Value - \$19,409.00 |
| • Server for Station Camera System                | Value - \$8,000.00  |
| • Rescue Training Mannequins                      | Value - \$1,335.00  |
| • NeoMates & PediMates Training Mannequins        | Value - \$3,779.94  |
| • Spartan Cargo Trailer (8.5’ X 24’)              | Value - \$7,395.00  |

Council greatly appreciated the organizations’ donations and reached unanimous consensus to move forward with the resolution to accept the donations.

**Budget Ordinance to accept a grant for \$109,246.82 from FEMA to offset COVID-19 expenses and Budget Ordinance to accept a grant for \$36,415.61 from the Wicomico County Health Department to offset COVID-19 expenses**

Fire Chief Tull reported on the budget amendment to accept funds from the Federal Emergency Management Agency (FEMA) Since President Trump declared an emergency in March 2020 due

to the COVID-19 pandemic, funds became available through the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The City incurred substantial expenses preparing for and responding to the COVID-19 pandemic, and under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, eligible emergency protective measures taken to respond to the COVID-19 emergency at the direction or guidance of public health officials were eligible for reimbursement at a 75% federal cost share. The amount of the FEMA grant was \$109,028.69. Chief Tull reported that the Fire Department applied to the Wicomico County Health Department for the remaining 25% from the above amount through the CARES Act, and received funding for \$36,342.90. In all, around \$145,662.43 was coming back to the City through the two grants. He told Council that Deputy Chief James Gladwell wrote most of the Fire Department's grants.

Council thanked Chief Tull and the Fire Department for securing the grants, and reached unanimous consensus to move forward to accept the funds. City Administrator Julia Glanz thanked Chief Tull, Deputy Chief Gladwell, Finance Director Keith Cordrey, Assistant Director of Finance – Operations Olga Butar, and David Fitzgerald for their efforts and hard work.

### **Ordinances to amend Chapter 8.11, Fire Prevention Code and the Fee Schedule**

Chief Tull reported on the ordinance to amend 8.11 Fire Prevention Code and the Fee Schedule. The revisions were based on MOU changes with the Fire Department and Maryland State Fire Marshal's Office that delineated job responsibilities. Several permits needed to be added to the Code that addressed fire hydrants, fireworks displays, and hazardous materials. References to the International Building Code and the Department of Housing and Community Development would be removed and timeframe requirements to submit Third Party Inspections would be added. Chief Tull said the Fee Schedule would be amended in the second ordinance.

Council reached unanimous consensus to advance the ordinances to legislative agenda.

### **Comments from City Administrator and Council**

- Ms. Glanz- The 2020 Census was extended to the end of October
- Mr. Boda- please vote, participate in the Census, and support your local businesses
- Ms. Blake- please donate blood if healthy enough and to be sure to vote
- Ms. Gregory- reiterated everyone's sentiments, the deadline to register to vote was October 13 and the deadline to ask for a ballot by mail was October 20
- President Heath- if anyone in the public had not received their mail-in ballots by Friday, to call the Board of Elections since a batch had apparently not been mailed yet

### **Adjournment**

With no further business to discuss, the Work Session adjourned at 5:00 p.m.

  
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City Clerk

  
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Council President