

CITY OF SALISBURY, MARYLAND

REGULAR MEETING (VIA ZOOM MEETING)

DECEMBER 14, 2020

PUBLIC OFFICIALS PRESENT

*President John “Jack” R. Heath
Councilwoman Angela M. Blake
Councilwoman April Jackson*

*Council Vice-President Muir Boda
Councilwoman Michele Gregory*

PUBLIC OFFICIALS ABSENT

Mayor Jacob R. Day

IN ATTENDANCE

City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Department of Infrastructure & Development Director Amanda Pollack, Building Official William Holland, Sustainability Coordinator Alyssa Hastings, Finance Director Keith Cordrey, Assistant Director of Finance- Accounting Sandy Green, Ginny Hussey, Claire Otterbein, Brielle McQuiston, City Attorney Mark Tilghman, City Clerk Kimberly Nichols, members of the press and 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.

PRESENTATIONS- *presented by City Attorney Julia Glanz*

Keith Eagle Day Proclamation- *presented by City Attorney Julia Glanz*

Ms. Glanz presented the “Keith Eagle Day” proclamation to congratulate Keith Eagle on his retirement from PAC14. Mr. Eagle covered and produced the City and County Council meetings for numerous years. He went above and beyond everyone’s expectations and set a standard for meetings that far exceeded PAC14 expectations, and would be truly missed by everyone. He was congratulated and wished an enjoyable and well-deserved retirement.

Certificate of Appreciation to Brielle McQuiston- *presented by City Attorney Julia Glanz and Sustainability Coordinator Alyssa Hastings*

Sustainability Coordinator Alyssa Hastings discussed Ms. McQuiston’s dedication to the City as an intern. She began her internship in the Spring, 2020 and worked with Ms. Hastings for (3) semesters, despite interruptions due to the pandemic. She successfully updated the City of Salisbury’s Greenhouse Gas Emission Inventory. She thanked Ms. McQuiston for her excellent and dedicated work. Ms. Glanz then read the Certificate of Appreciation.

ALICE Report

Ms. Glanz introduced Claire Otterbein from the United Way. Ms. Otterbein presented the 2020 ALICE Report, which stands for Asset Limited Income Constrained Employed. These were the people who worked and were above the poverty level, but were still struggling to make ends meet with their obligations including housing, child care, and health care. This was the third ALICE Report for Maryland. To access the full 2020 MD Report and Benefits Cliff Study, she suggested visiting www.uwles.org/alice . For all State reports and comparisons, www.UnitedforAlice.org .

ADOPTION OF LEGISLATIVE AGENDA

Mr. Boda moved, Ms. Blake seconded, and the vote was unanimous to approve the legislative agenda as presented.

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 Ms. Jackson and Ms. Gregory, respectively:

- November 9, 2020 Council Meeting Minutes
- **Resolution No. 3081**- approving the reappointment of Greg Tyler to the Disability Advisory Committee for the term ending December 2023
- **Resolution No. 3082**- approving the reappointment of Virginia Hussey to the Friends of Poplar Hill Mansion for the term ending November 2023

PRESENTATION OF FY20 AUDIT AND FINANCIAL STATEMENTS – presented by Timothy Sawyer, CPA, CGMA of Barbacane, Thornton & Company

Mr. Sawyer provided the following overview of the audit report:

The City was issued an unmodified or clean audit opinion on all of the opinion units including governmental activities, business type activities, all of the major funds and the aggregate fund information. They gave an unmodified or clean opinion on the City's report on internal control or financial reporting as well as the report on compliance of each major fund and internal control or compliance. There were no findings or compliance issues.

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to accept the FY20 Audit Report.

President Heath congratulated Mr. Cordrey on the excellent report. Mr. Cordrey stated Assistant Directors of Finance Sandy Green and Olga Butar, as well as the entire staff, did outstanding work.

RESOLUTION – presented by City Administrator Julia Glanz

- **Resolution No. 3083**- to update the Employee Handbook by amending Chapter 10 to include additional requirements for an employee to resign in good standing

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Resolution No. 3083.

PUBLIC HEARING- Hall Drive-Long Property Annexation

- **Resolution No. 3065-** proposing the annexation to the City of Salisbury of certain area of land contiguous to and binding upon the Corporate Limit of the City of Salisbury to be known as the “Hall Drive – Long Property Annexation”

Ms. Jackson moved and Mr. Boda seconded to approve Resolution No. 3065

Ms. Glanz presented the resolution. President Heath opened the Public Hearing at 6:37 p.m., and as no one requested to speak, immediately closed the Public Hearing.

Resolution No. 3065 was approved by unanimous vote in favor.

- **Resolution No. 3066-** to adopt an annexation plan for a certain area of land contiguous to and binding upon the Corporate Limit of the City of Salisbury to be known as the “Hall Drive – Long Property Annexation”

Mr. Boda moved and Ms. Jackson seconded to approve Resolution No. 3066.

Ms. Glanz presented the resolution. President Heath opened the Public Hearing at 6:39 p.m., and as no one requested to speak, immediately closed the Public Hearing.

Resolution No. 3066 was approved by unanimous vote in favor.

ORDINANCES – presented by City Attorney Mark Tilghman

- **Ordinance No. 2632-** 2nd reading- to authorize the Mayor to enter into a contract with the Wicomico County Health Department for the purpose of accepting grant funds in the amount of \$26,274.44, and to approve a Budget Amendment to the FY 2021 Grant Fund to appropriate these funds for the purchase of Air Purifiers and Replacement Filters for use in Small City Office Spaces, and Critical Need COVID-19 Supplies for distribution to the Public by The Vulnerable Populations Task Force

Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2632 for second reading.

- **Ordinance No. 2633-** 1st reading- to accept grant funds from the Somerset County Health Department in the amount of \$2,000.00, and to approve a budget amendment to the FY21 Homeless Solutions Program Grant Fund to appropriate funds for Coronavirus Response Hazard Pay

Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2632 for first reading.

- **Ordinance No. 2634-** 1st reading- approving an amendment of the City’s General Capital Project Fund Budget to reallocate funding for the GOB Roof Project

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2634 for first reading.

- **Ordinance No. 2635-** *1st reading- approving an amendment of the City's Water and Sewer Capital Project Fund Budget to reallocate funding for the Structural Study and the Park Water Treatment Plant Interior Improvements Projects*

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2635 for first reading.

- **Ordinance No. 2636-** *1st reading- approving a budget amendment of the FY2021 General Fund Budget to appropriate funds for the City to purchase property located at 319 Truitt Street from DEVRECO, LLC*

Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2636 for first reading.

- **Ordinance No. 2637-** *1st reading- to authorize the Mayor to enter into a contract with the Wicomico County Health Department for the purpose of accepting grant funds in the amount of \$27,310.00, and to approve a budget amendment to the FY2021 Grant Fund to appropriate these funds for the purchase of a 2020 Subaru Outback*

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2637 for first reading.

- **Ordinance No. 2638-** *1st reading- to authorize the Chief of Police to enter into a MOU with the University, to accept funding from the Governor's Office of Crime Control & Prevention in the amount of \$100,000.00, and to approve a budget amendment of the FY2021 budget to appropriate these grant funds for the purpose of exploring the predictive policing with machine learning project to assist in predicting crime patterns and to ultimately reduce crime in the City of Salisbury*

Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2638 for first reading.

- **Ordinance No. 2639-** *1st reading- pursuant to Chapter 17.228 of Title 17, Zoning of the Salisbury Municipal Code and Section 4-102 of the Land Use Article of the Annotated Code of Maryland for the purpose of amending Section 17.28.020, to allow a Single-Family Dwelling Unit in Light Business and Institutional Zones*

Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2638 for first reading.

- **Ordinance No. 2640-** *1st reading- pursuant to Chapter 17.228 of Title 17, Zoning of the Salisbury Municipal Code and Section 4-102 of the Land Use Article of the Annotated Code of Maryland for the purpose of amending Section 17.212.030, to allow a Medical Office/Clinic as a permitted use with a Shopping Center*

Mr. Boda moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2640 for first reading.

- **Ordinance No. 2641**- 1st reading- to authorize the Mayor to enter into a contract with the U.S. Department of Housing & Urban Development for the purpose of accepting additional Community Development Block Grant funds associated with the CARES Act in the amount of \$227,905 (CDBG-CV1) and \$244,747 (CDBG-CV3), and to approve a budget amendment to the FY2021 Grant Fund to appropriate these funds for the projects outlined in the 2020 CDBG Action Plan CV1 and CV3 amendments

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2641 for first reading.

PUBLIC COMMENTS

There were no requests for public comments.

COUNCIL COMMENTS

Ms. Glanz thanked Mr. Cordrey and the Finance Team for the excellent audit report.

Mr. Boda thanked the Finance Team for consistently taking care of the citizen's money and reminded everyone to support their local businesses and enjoy the holidays.

Ms. Jackson congratulated the Finance Department. She spoke about Shaun Williams, who recently passed from COVID-19. He was a member of the We Here Car Club, which gave back to the community. She expressed her heartfelt condolences to his family and the car club. She asked everyone to get tested, wear masks, and social distance. Have a merry and safe Christmas.


Ms. Blake appreciated the grants received by the City and asked those healthy enough to please give blood.

Ms. Gregory asked everyone to take COVID-19 seriously and to download the State app to find out if you've been exposed. Wear your masks, wash your hands.

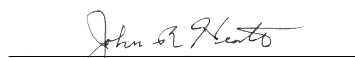
President Heath said he and his wife were isolating themselves at Christmas. He asked everyone to wear their masks and to be safe during the holidays.

ADJOURNMENT

With no further business to discuss, the Legislative Session adjourned at 7:26 p.m.



City Clerk



Council President