

CITY OF SALISBURY, MARYLAND

REGULAR MEETING (VIA ZOOM MEETING)

OCTOBER 12, 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, Department of Infrastructure & Development Director Amanda Pollack, Deputy Chief James Gladwell, Procurement Director Jennifer Miller, Business Development Director Laura Soper, Maryland Comptroller Peter Franchot, Comptroller’s Office Intergovernmental Affairs Director Emily Hollis Gontrum, 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.

STATE OF MARYLAND FISCAL AND ECONOMIC OUTLOOK – presented by MD
Comptroller Peter Franchot

Comptroller Franchot apologized on behalf of government for “dropping the ball” on the Corona Virus and was not optimistic about the next six months. He asked everyone to continue to Shop Local Salisbury as it was crucial to support small businesses. Maryland would lose 40% to 50% of their hospitality, small businesses, and restaurants. He said to expect bad economic consequences to COVID-19, which was not yet been corralled. 1.1 million Marylanders filed for unemployment for the first time and the flu season was coming up. Revenue estimates were not good. The Federal Government allocated \$2.2 trillion for the first stimulus which helped immensely. Almost 70% of Maryland businesses benefitted from the unemployment subsidies and stimulus checks. He said he would support a second stimulus because of the success of the first one. Because of that success, Maryland’s revenue estimates were skewed. When people went on unemployment, they he thought they would pay a lot less tax. Instead, because of the stimulus, they were kept close to their normal wages. He said if there was not a second stimulus or if COVID-19 was still passing through the communities, there would be billion-dollar shortfalls in the State budget which would trickle down to the municipalities. The State’s revenue estimates were enormously volatile. He would ask Ms. Gontrum to get the December revenues out as soon as they became public since they were the estimates that the Governor and the legislature

leaders used for their budget deliberations beginning in January.

Comptroller Franchot announced his office was the single State office advocating that the \$586 million Fund Balance for June 30th at the State level be immediately put into a small business relief fund for Maryland. While 70% of businesses benefitted from the Federal Relief Plan, only 5% of businesses benefitted from the State Relief Plan due to it being small, poorly implemented, and difficult to navigate to receive funds. They committed funds for more than twice the amount they had. If the Council would send a letter to Governor Hogan regarding this, it may help those businesses survive during this time.

President Heath thanked Comptroller Franchot for what he had done for the Eastern Shore, and asked him to return to see the accomplishments made in the Downtown and surrounding areas, despite COVID-19. The revitalization was going well with the addition of the new round-about and Main Street renovations. City Administrator Julia Glanz thanked the Comptroller for attending and told him Salisbury appreciated his support.

PROCLAMATIONS – presented by City Administrator Julia Glanz

Indigenous Peoples Day

Ms. Glanz presented the proclamation to recognize October 12 as Indigenous Peoples' Day. Indigenous Peoples displaced on the Eastern Shore likely included the Lenape, Powhatan, Piscataway, Wicomico, Choptank, Tuckahoe, Pocomoke, and other Algonquian Native Americans. They experienced conquest, enslavement, displacement, and disease which decimated their populations as a result of Europeans' contact with the "New World." The Human Rights Advisory Committee (HRAC) was recognized for its insightful recommendation that the City re-imagine Columbus Day as an opportunity to celebrate, memorialize and honor indigenous heritage and resiliency by observing Columbus Day as Indigenous Peoples' Day.

Ms. Glanz recognized Chalarra Sessoms and Laura Baasland, HRAC members present on the Zoom meeting.

Dysautonomia Awareness Month

Ms. Glanz presented the proclamation to recognize October 2020 as Dysautonomia Awareness Month. Dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for "automatic" bodily functions such as respiration, heart rate, blood pressure, digestion, and temperature control. Some forms of dysautonomia are considered rare diseases, such as Multiple System Atrophy and Pure Autonomic Failure. Other forms are common and impact millions of people, such as Diabetic Autonomic Neuropathy, Neurocardiogenic Syncope and Postural Orthostatic Tachycardia Syndrome. This debilitating, sometimes fatal disease impacts people of any age, gender, race or background. Dysautonomia International, a 501(c)(3) non-profit organization that advocates on behalf of dysautonomia patients, encourages communities to celebrate Dysautonomia Awareness Month each October and to recognize the contributions of the professional medical community, patients and family members working to educate about dysautonomia.

Mid Shore Pro Bono Month

Ms. Glanz recognized Sandy Brown from Mid Shore Pro Bono, present on the Zoom meeting, and then presented the proclamation to recognize October 2020 as Mid-Shore Pro Bono Month. Mid-Shore Pro Bono was a nonprofit organization founded in 2005 by a small group of local judges and attorneys who recognized the overwhelming need for basic civil legal services for low income people. Being the first regional pro bono organization in Maryland, Mid-Shore Pro Bono worked with local organizations to break down cultural, geographic, and economic barriers to the civil justice system for the poorest residents in Easton, Chestertown and Salisbury. The American Bar Association's Standing Committee on Pro Bono and Public Service initiated the annual observance of Pro Bono Week in 2009 to highlight the increasing need for pro bono services nationally and to honor lawyers who donate their services throughout the year.

ADOPTION OF LEGISLATIVE AGENDA

Ms. Blake moved, Mr. Boda seconded, and the vote was unanimous 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 Ms. Jackson and Ms. Blake, respectively:

- **September 21, 2020** Work Session Minutes
- **September 21, 2020** Closed Session Minutes (emailed separately)
- **September 28, 2020** Legislative Session Minutes
- **Resolution No. 3067**- approving the reappointment of Mary Buffington to the Bicycle & Pedestrian Advisory Committee for term ending October 2023
- **Resolution No. 3068**- approving the reappointment of Dr. Neill Carey to the Ethics Commission for term ending October 2025
- **Resolution No. 3069**- approving the reappointment of David Scheid to Friends of Poplar Hill Mansion for term ending November 2023

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 Ms. Jackson and Mr. Boda, respectively:

- ITB 21-108, Wor-Wic Community College Water Tower Painting & Logo \$350,000.00
- ITB 21-109, Camden Street Pedestrian Bridge \$515,576.40
- ITB 21-112, Park WTP Roof Replacement \$184,859.00

RESOLUTION- presented by City Administrator Julia Glanz

- **Resolution No. 3070**- accepting the donation of apparatus and equipment from the Volunteer Fire Companies Stations 2 and 16 for the Salisbury Fire Department to use in efforts to enhance its capabilities in providing the effective and efficient delivery of fire, rescue and emergency medical services and to improve the quality of life for the citizens of the City of Salisbury and the Salisbury Fire District

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Resolution No. 3070.

ORDINANCES- presented by City Attorney Mark Tilghman

- **Ordinance No. 2620**- 2nd reading- to amend Chapter 12.36 – Sidewalk Cafes of the Salisbury Municipal Code to amend the requirements for Sidewalk Cafes

Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2620 for second reading.

- **Ordinance No. 2621**- 1st reading- accepting donated funds from members of the community for various community betterment projects and amending the FY2021 Budget to appropriate these donated funds for those projects

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2621 for first reading.

- **Ordinance No. 2622**- 1st reading- to authorize the Mayor to enter into a contract with the Federal Emergency Management Agency for the purpose of accepting grant funds in the amount of \$109,028.69, and to approve a budget amendment to the FY 2020 Grant Fund to appropriate these funds for offsetting COVID-19 expenses

Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2622 for first reading.

- **Ordinance No. 2623**- 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 \$36,342.90, and to approve a budget amendment to the FY 2020 Grant Fund to appropriate these funds for offsetting COVID-19 expenses

Ms. Blake moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2623 for first reading.

- **Ordinance No. 2624**- 1st reading- to amend Chapter 8.11 – The Fire Prevention Code, Sections .020, .040, and .060 of the City of Salisbury Municipal Code by adding new permits that are required to be obtained from the Fire Marshal, removing the reference to the International Building Code, removing Housing and Community Development in 8.11.040 and establishing a timeframe for submitting inspections in 8.11.060 with third-party inspection requirements

Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2624 for first reading.

- **Ordinance No. 2625-** *1st reading- to amend the Fee Schedule for FY2021*

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2625 for first reading.

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 20th. 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 7:08 p.m.

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
SEPTEMBER 21, 2020

TIME & PLACE: 5:19 p.m., Zoom Meeting of City Council
PURPOSE: To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals
VOTE TO CLOSE: Unanimous (5-0)
CITATION: Annotated Code of Maryland §3-305(b)(1)
PRESENT: Council President John “Jack” R. Heath, Council Vice-President Muir Boda, Councilwoman Angela M. Blake, Councilwoman Michele Gregory, Councilwoman April Jackson, City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, City Attorney Mark Tilghman, City Clerk Kimberly Nichols
ABSENT: Mayor Jacob R. Day

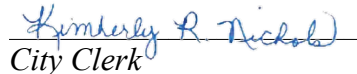
The City Council convened in a Work Session via Zoom Meeting at 4:30 p.m. At 5:19 p.m., President Heath called for a motion to convene in Closed Session as permitted under the Annotated Code of Maryland §3-305(b)(1). Ms. Blake moved, Mr. Boda seconded, and the vote was unanimous (5-0) to convene in Closed Session.

City Council and Administration discussed the performance expectations of an appointee.

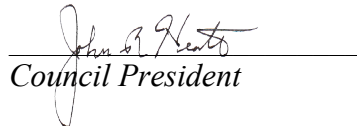
At 6:10 p.m., Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous (5-0) to end the Closed Session.

Council convened in Open Session at 6:13 p.m. and President Heath reported that Council had evaluated an appointee while in Closed Session.

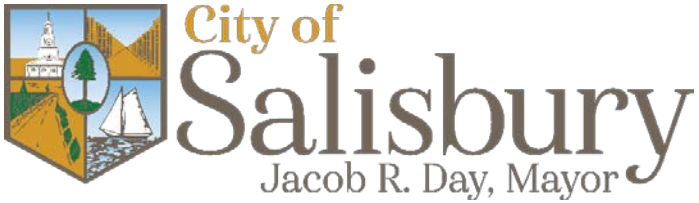
Thereafter, with no further business to discuss, the Open Session immediately adjourned.



City Clerk



Council President



COUNCIL AGENDA – Award of Bids

October 12, 2020

- | | |
|---|--------------|
| 1. ITB 21-108 Wor-Wic Community College Water Tower Painting & Logo | \$350,000.00 |
| 2. ITB 21-109 Camden Street Pedestrian Bridge | \$515,576.40 |
| 3. ITB 21-112 Park WTP Roof Replacement | \$184,859.00 |



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: October 12, 2020
Subject: Award of Bids

The Department of Procurement received three separate requests from the Department of Infrastructure and Development to solicit bids from qualified and experienced contractors to furnish all labor, materials and equipment necessary for the following projects:

ITB 21-108 Wor-Wic Community College Water Tower Painting and Logo Installation

- Scope of Work: Exterior painting, logo application and interior painting of the water tower located at Wor-Wic Community College
- Bid date: July 27, 2020
- Bid opening: August 27, 2020 at 2:30 p.m.
- Vendor: Central Painting & Sandblasting, Inc. (Navarre, OH)
- Cost: \$350,000.00

ITB 21-109 Camden Street Pedestrian Bridge Construction

- Scope of Work: Construction of a pedestrian bridge and access ramps near Camden Street, crossing over the Wicomico River, from W. Market Street to W. Carroll Street.
- Bid date: July 13, 2020
- Bid opening: September 4, 2020 at 2:30 p.m.
- Vendor: Murtech, Inc. (Salisbury, MD)
- Cost: \$515,576.40

ITB 21-112 Park Water Treatment Plant Roof Replacement

- Scope of Work: Replacement of the slate roof and gutters at the Park Water Treatment Plant on North Park Drive
- Bid date: August 5, 2020
- Bid opening: September 8, 2020
- Vendor: Alden Bailey Restoration Corporation (Mahwah, NJ)
- Cost: \$184,859.00

The City followed standard bidding practices for all bids by publicly posting the solicitations on the City of Salisbury's Procurement Portal and the State of Maryland's website, eMaryland Marketplace Advantage. The departmental memos provide a recap of the pricing submitted by bid, by vendor.

The Department of Procurement hereby requests Council's approval to award these contracts to the lowest responsive and responsible bidders as indicated.

Department of Procurement
125 N Division St., #104 Salisbury, MD 21801
410-548-3190 (fax) 410-548-3192
www.salisbury.md



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Amanda H. Pollack, Director of Infrastructure & Development
Date: September 22, 2020
Re: ITB 21-108 Wor-Wic Community College Water Tower Painting and Logo Installation

AP

The Department of Infrastructure and Development worked with the Department of Procurement to advertise an Invitation to Bid (ITB) for the Wor-Wic Community College Water Tower Painting and Wor-Wic Logo. The Wor-Wic logo (bid item No. 101) is being paid for by Wor-Wic Community College.

Eight (8) firms submitted proposals by the due date of Thursday August 27, 2020 at 2:30 PM. The eight proposals received ranged from \$350,000.00 to \$939,000.00 as summarized below:

<u>Vendor</u>	<u>Item No. 100</u>	<u>Item No. 101</u>	<u>Item No. 102</u>	<u>Total</u>
Central Painting & Sandblasting	\$236,000.00	\$4,000.00	\$110,000.00	\$350,000.00
Manolis Painting	\$231,000.00	\$34,000.00	\$165,000.00	\$430,000.00
Preferred Tank & Tower	\$290,000.00	\$15,000.00	\$175,000.00	\$480,000.00
D & M Painting Corporation	\$273,840.00	\$18,400.00	\$280,000.00	\$572,240.00
George Kountoupes Painting Co.	\$390,000.00	\$15,000.00	\$265,000.00	\$670,000.00
V&T Painting LLC	\$430,000.00	\$15,000.00	\$240,000.00	\$685,000.00
Brave Industrial Paint LLC.	\$729,928.00	\$5,000.00	\$76,000.00	\$810,928.00
K&K Painting, Inc.	\$510,000.00	\$29,000.00	\$400,000.00	\$939,000.00

Central Painting & Sandblasting, Inc. scope items which are recommended for award are summarized below:

<u>Item No.</u>	<u>Description</u>	<u>Total</u>
100	Exterior preparation and painting	\$236,000.00
101	Furnish and install Wor-Wic logo and all digital media associated with the creation of the logo file	\$4,000.00
102	Interior Finishes	\$110,000.00
Total award amount		\$350,000.00

The Department of Infrastructure and Development reviewed the bids and found that Central Painting & Sandblasting, Inc. presented a proposal that is consistent with the bid documents. The Central Painting & Sandblasting references were complimentary of the work performed and would hire the contractor again.

Please issue a Purchase Order to Central Painting & Sandblasting, Inc. in the amount of \$350,000.00 for the work outlined in ITB 21-108. Funds are available in the following accounts:

96216-534501-50016	\$100,000.00
97030-513026-50016	\$250,000.00



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Amanda H. Pollack, Director of Infrastructure & Development
Date: September 22, 2020
Re: ITB 21-109- Award of Bids for Camden Pedestrian Bridge Construction

AP

The Department of Infrastructure and Development worked with the Department of Procurement to advertise an Invitation to Bid for the construction of the Camden Pedestrian Bridge project. The bid solicited licensed and qualified firms to construct and install an 80 foot long prefabricated bridge which will span the Wicomico River at the end of Camden Street. The bridge is designed for use by both pedestrians and cyclists. Construction includes concrete approach ramps which will connect to existing sidewalk and Riverwalk.

Four Vendors submitted bids by the due date on Friday, September 4, 2020 at 2:30 PM. One bidder was deemed non-responsive, one bidder was not on the most recently published list of Licensed Marine Contractors (required) and the other two bidder were deemed technically qualified and properly licensed. All four bids are summarized below:

Company	Total Bid
AVCON Railing	\$32,569.12 (Non-responsive)
Murtech Inc.	\$515,576.40
George & Lynch, Inc.	\$788,166.99
Freyssinet Inc.	\$837,525.00 (not on MD list of Licensed Marine Contractors)

The Department of Infrastructure and Development reviewed the bids in accordance with the contract documents. Murtech Inc. is the lowest responsive bidder. Murtech offered a \$14,800 deduction from their total bid if the City was open to accept a substitution with the Acrow Eagle Bridge. However, this alternative does not meet the project specifications and is not manufactured in the United States. For these reasons, the Department of Infrastructure and Development is not recommending exercising this option. The Department of Infrastructure and Development called all references for Murtech Inc. and each was complementary of the work performed and would hire the contractor again. The City has also worked successfully with Murtech in the past. The Department of Infrastructure and Development recommends awarding the contract to Murtech Inc. for the total bid amount of \$515,576.40.

Please award contract ITB 21-109 to Murtech Inc. in the amount of \$515,576.40. Funds are available in account 98119-513026-48048.



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Amanda H. Pollack, Director of Infrastructure & Development
Date: September 29, 2020
Re: ITB 21-112 Park WTP Roof Replacement

AR

The Department of Infrastructure and Development worked with the Department of Procurement to advertise an Invitation to Bid (ITB) for the Park Water Treatment Plant (WTP) Roof Replacement. The project includes all work to remove and replace the slate roof per the Maryland Historic Trust requirements.

Two (2) firms submitted bids by the due date of Tuesday September 8, 2020 at 2:30 PM, as summarized below:

<u>Vendor</u>	<u>Total</u>
Alden Bailey Restoration, Corp.	\$184,859.00
Ruff Roofing and Sheet Metal, Inc.	\$197,068.00

The Department of Infrastructure and Development reviewed the bids and found Alden Bailey Restoration, Corp. to be a responsive bidder. The Alden Bailey Restoration references were complimentary of the work performed and would hire the contractor again. The Department of Infrastructure and Development recommends award of ITB 21-112 Park WTP Roof Replacement to Alden Bailey Restoration, Corporation.

Please issue a Purchase Order to Alden Bailey Restoration, Corp. in the amount of \$184,859.00 for the work outlined in ITB 21-112. Funds are available in the following accounts:

96112-513026-50037	\$181,560.00
96113-513026-50037	\$3,299.00