

CITY OF SALISBURY  
WORK SESSION  
SEPTEMBER 20, 2021

Public Officials Present

Mayor Jacob R. Day  
Councilwoman Angela M. Blake  
Councilwoman April Jackson

Council Vice-President Muir Boda  
Councilwoman Michele Gregory

Public Officials Absent

Council President John “Jack” R. Heath

In Attendance

City Administrator Julia Glanz, Department of Infrastructure & Development (DID) Director Amanda Pollack, Business Development Director Laura Soper, Field Operations (Fops) Director Jana Potvin, Housing & Community Development Department (HCDD) Director Ron Strickler, Transportation Specialist Will White, Assistant City Clerk Julie English, Wicomico County Planning and Zoning Director Lori Carter, City Attorney Michael Sullivan, City Clerk Kimberly Nichols, and members of the Public.

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On September 20, 2021 the Salisbury City Council convened in a hybrid Work Session (in person and on Zoom Conferencing Video) at 4:30 p.m. in Council Chambers with Council Vice-President Muir Boda presiding.

**2020 Census Update**

Dr. Brante Dashiell and Sonya Whited, Census Count Committee Co-Chairs, joined Council. Ms. Whited explained the document she passed out for Council’s review later contained presentations, town halls, and the transitional report for the 2030 Census.

Dr. Dashiell thanked City Administrator Julia Glanz and Planning and Zoning Director Lori Carter for leading the collaboration between the City and County, and discussed the following recommendations:

- *They did not have a framework in the beginning of this process and documented everything to have something to begin with and to build upon in 2030.*
- *Funding was a challenge. The Eastern Shore was not part of the \$4.7 million grant to the State of Maryland as they were informed of the process late, but were allotted \$20,000, donations and got creative. Planning for 2030 should begin now.*
- *The funding sources should reflect this was a City – County collaboration.*
- *They received a lot of training, brainstorming, and identifying members who served 10 years ago to get recommendations and history of how things were done.*
- *They gained momentum from the Mayor and County Executive’s show of support.*
- *They were very engaged through social media using pictures and archives to show it was a great deal of work but also that they had a great team.*
- *They collaborated and tied in with other community events to gain exposure.*

Ms. Whited shared the following lessons learned:

- *They had two active sub-committees- non-profit organizations and churches. She shared the motto they used- “10 minutes, 10 questions, for 10 years.”*
- *The events were successful despite the pandemic and being unaware of funding.*
- *Committee involvement in events was very critical.*
- *Discussed accountability and ensuring everyone knew what the expectations were.*
- *Wicomico County was the lead county on the Eastern Shore.*

Mr. Boda asked about other municipalities, and Dr. Dashiell confirmed they had area champions and explained the importance of their work to redistricting.

Ms. Carter presented citations from the Maryland Department of Planning Census Maryland to Mayor Day, Ms. Glanz and Vice-President Boda for Council for their dedication to making Maryland communities better places to live and work.

Mayor Day said there were some anomalies in the census and asked about corrections. Ms. Carter said they could complete forms for blocks of concern. The process would allow for a thirty-day comment once the final numbers were out.

### **Agreement for construction & maintenance for an ADA ramp**

Business Development Director Laura Soper discussed the ordinance and agreement which would allow the construction of an ADA ramp to the rear entrance of the office. The Masonic Lodge and St. Peter’s Church collaborated their efforts to bring much needed ADA access to Business Development. The agreement provided five spaces behind the old City Hall building for dedicated handicapped parking spaces.

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

### **Ordinance to transfer funds for construction of ADA lift at Poplar Hill Mansion**

FOPs Director Jana Potvin reported in FY21 \$40,000 was allocated for ADA improvements to the bathroom and ramp construction at Poplar Hill Mansion. The bathroom improvements were completed for \$19,000 but the Maryland Historical Trust denied the request to install a ramp due to the visual impact as it would be constructed in a U shape due to the rise and run and would extend past the mansion, and recommended installing a lift. Ms. Potvin said that the budget amendment would use \$35,000 from surplus and the remaining \$20,000 to complete the design and construction of the lift.

Ms. Jackson was concerned with the limited number of people who could utilize the lift at one time in an emergency. Ms. Potvin said lifts were a treatment allowed for historic properties. They could have relocated the ramp to go through the kitchen, but that was not allowed because of Health Department rules and structural issues with the kitchen door. A ramp was inconsistent with MHT standards due to its size and width.

Ms. Gregory said the ramp would take over the Courtyard, and would be physically impossible to construct on the property.

Ms. Glanz noted this would be the only way to provide ADA accessibility to the building. Mayor Day indicated the ramp could be done in an attractive way, albeit it would be large.

Mr. Boda, Ms. Blake and Ms. Gregory reached consensus to advance the legislation to legislative agenda. Ms. Jackson did not wish to move forward with the lift.

### **Meadow Cultivation Code Amendment**

Sustainability Coordinator Alyssa Hasting and HCDD Director Ron Strickler joined Council to discuss the meadow cultivation code amendment. Mr. Strickler there were initial concerns from HCDD since they received complaints when grass reached 7 ¼ inches tall, but after consideration thought the benefits of meadows far outweighed any enforcement concerns. The legislation would allow City residents to cultivate meadows.

Ms. Hastings clarified that it was not just letting grass grow. The legislation was very specific on construction of meadows, and they had to be registered with the City.

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

### **Connection fee waiver for 117-119 W. Main Street**

DID Director Amanda Pollack joined Council and explained the proposed use for the property was for a restaurant and distillery down on the older part of the Plaza. The request was for 28 EDUs, and at the current Comprehensive Connection Charge rate the waiver request was equivalent to \$103,880.00. She reminded Council that the criteria was modified last year for those types of waivers in Ordinance No. 2611, and now there needs to be some type of public benefit from the projects to be able to receive the waiver. She reported the public benefit for the project would include the funding of \$5,000 towards new street lights on St. Peters Street and funding a bike rack in the area. All of the other necessary criteria was met.

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

### **Ordinance- Assessment on Transportation Network Service Companies**

Ms. Pollack, joined by Transportation Specialist Will White, reported that the Maryland General Assembly passed a law in 2015 allowing municipalities and counties to charge an assessment per ride to transportation network companies such as Ubers or Lyfts. The City could charge .25 per ride originating from within the City. Seven jurisdictions in the State have enacted the legislation. Wicomico County and the MD Comptroller would be notified that the City was interested in the assessment.

Ms. Blake asked if it applied to taxi rides and Mr. White said it did not. She asked if the companies or drivers had been informed. Mr. White said they had no idea who the drivers were, but Uber and Lyft would have to comply. They did not know what their ride data was because it was not provided to the City. Another advantage was that ride data would be provided since they had to provide number of rides with the cost data.

Mr. Boda asked if taxis paid the City anything and Mr. White did not think so.

Council reached consensus to advance the legislation to legislative agenda. Mr. Boda did not wish to advance the legislation.

### **Budget amendment for City Park bandstand and bridge improvements**

Ms. Pollack explained the City had an endowment fund at the Community Foundation of the Eastern Shore (CFES) to fund improvements to the bridge and bandstand in the City Park, but it had to be treated like a grant with a budget amendment to get the funds. Field Operations has provided a scope of work and repairs necessary for both the bandstand and the bridge. Currently there was just over \$40,000 in the endowment fund. Based on the repairs needed, an additional \$5,000 was needed from surplus for contingency. The budget amendment was for \$45,000, of which \$40,000 was from the endowment fund. The amendment would be first, the money would have to be spent, and the reimbursement would then be received from the CFES.

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

### **Budget amendment for Special Assistant for Intergovernmental Affairs position**

Ms. Glanz reported that a budget amendment was needed to add the new position. Since 2017, Administration has tried to build the structure to lead the City departments, and the proposed position would manage high level policy and project development, governmental affairs and lobbying efforts

Mayor Day said the opportunity to fill the role was due to a grants position vacancy. As no qualified candidates applied for the position, Administration felt it could be vacant for some time. The plan to fill the grant position temporarily with the incumbent for this position was shared with President Heath and Nate Sansom was hired. They decided that the Special Assistant for Intergovernmental Affairs position should work to bring money in for the City. Mr. Sansom had been working on Federal and State grants and would be a liaison for the City with State legislatures and agencies, which was a critical position.

Ms. Blake asked why the request was not presented during budget sessions, and Mayor Day said he was not present at that time. Despite the past, this was needed for the future. Mr. Boda said the position was discussed years ago, and the person has been found to fill it. He added that Mr. Sansom spent years volunteering for the City even while studying abroad, and wrote much of the legislation passed by the Council the past few years.

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

### **Administration Comments**

Mayor Day said the City was constantly reaching new stress points in the community when it came to housing. He wanted to ensure that Council knew he, staff and the community were feeling the stress. Saturday evening at the Zoo at 5:00 p.m. was another project opportunity. Greater Salisbury, Chamber of Commerce, SU, Perdue, and Tidal Health were bringing new employees to the area to a welcoming event. Mayor Day would be in direct communication with each of Council on thoughts to move forward. He would also follow up on the early 2020 Police Trust Rebuilding Initiative that created the Criminal Justice Reform Task Force, among other things ready for implementation.

National Folk Festival statistics were very good with an estimated attendance of 91,000. Almost 600 volunteers donated 1,460 hours and the Bucket Brigade brought in \$26,618. Over \$65,000 in beer and merchandise was sold. 3.6 tons of trash was collected. One half ton of cardboard, plastic and aluminum were collected. 7,570 gallons of water was dispensed through the water stations, saving 60,560 water bottles from the landfill.

### **Council Comments**

Ms. Gregory asked those not vaccinated to please get their vaccinations. The positivity rate was still over 11%, almost three times the State rate. Vaccinations will save lives.

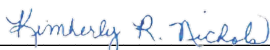
Ms. Jackson asked everyone to get vaccinated.

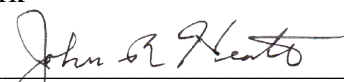
Ms. Blake encouraged everyone to watch for school buses and cross walks. If healthy enough, she asked everyone to donate blood.

Mr. Boda asked everyone to please get vaccinated. It may not prevent COVID, but could prevent the severity.

### **Adjournment**

With no further business to discuss, the Work Session was adjourned at 5:36 p.m.

  
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City Clerk

  
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Council President