



CITY OF SALISBURY CITY COUNCIL AGENDA

JULY 11, 2022

6:00 p.m.

Government Office Building, Room 301, Salisbury, Maryland and Zoom Video Conferencing

Times shown for agenda items are estimates only.

- 6:00 p.m. CALL TO ORDER
- 6:01 p.m. WELCOME/ANNOUNCEMENTS/PLEDGE
- 6:02 p.m. CITY INVOCATION- Pastor Greg Morris, Parkway Church of God
- 6:04 p.m. PROCLAMATION- Mayor Jacob R. Day
- Disability Pride Month
- 6:09 p.m. ADOPTION OF LEGISLATIVE AGENDA
- 6:10 p.m. CONSENT AGENDA- Assistant City Clerk Julie English
- **June 6, 2022** Work Session Minutes
 - **June 6, 2022** Special Meeting Minutes
 - **June 10, 2022** Special Meeting Minutes
 - **June 17, 2022** Special Meeting Minutes
 - **June 27, 2022** Council Meeting Minutes
 - **July 5, 2022** Work Session Minutes
 - **Resolution No. 3179**- approving the appointment of Margaret Lawson to the Historic District Commission for the term ending June 2025
- 6:15 p.m. PUBLIC COMMENTS
- 6:20 p.m. ADMINISTRATION and COUNCIL COMMENTS
- 6:25 p.m. ADJOURNMENT

Copies of the agenda items are available for review in the City Clerk's Office, Room 305 – City/County Government Office Building, 410-548-3140 or on the City's website www.salisbury.md. City Council Meetings are conducted in Open Session unless otherwise indicated. All or part of the Council's meetings can be held in Closed Session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b) by vote of the City Council.

NEXT COUNCIL MEETING – JULY 25, 2022

Join Zoom Meeting
<https://us02web.zoom.us/j/88186172560>
Meeting ID: 881 8617 2560
Phone: 1.301.715.8592

Posted 7-7-22

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CITY OF SALISBURY
WORK SESSION
JUNE 6, 2022

Public Officials Present

Council President John R. “Jack” Heath Council Vice-President Muir Boda
Councilwoman Angela M. Blake Councilwoman Michele Gregory
Councilwoman April Jackson

Public Officials Absent

Mayor Jacob R. Day

In Attendance

City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Police Chief Barbara Duncan (via Zoom), Fire Chief John Tull, Nate Sansom, Special Assistant to the Mayor, Traffic Projects Specialist Will White, City Clerk Kim Nichols, and City Attorney Ashley Bosche.

On June 6, 2022 the Salisbury City Council convened at 4:30 p.m. in a hybrid Work Session in Council Chambers of the Government Office Building and on Zoom Conferencing Video.

Proclamations- presented by City Administrator Julia Glanz

LGBTQ Pride Month

City Administrator Julia Glanz presented the proclamation. Advancements have been made with respect to equitable treatment of the LGBTQ Community throughout the Nation, but opposition continued. It was important to stand up for the residents, come together and celebrate June as LGBTQ Pride Month. The City of Salisbury will host its first ever LGBTQ Pride Festival on June 25, 2022. All are invited to attend the festival.

Sanitation Workers Week

Ms. Glanz presented the Sanitation Workers Week proclamation to celebrate and support all the Sanitation Workers who worked keeping the community clean and safe. The City’s dedicated Sanitation Workers managed not only trash collection but also the recycling the paper, glass, plastics, aluminum, yard debris and cardboard. They also cleaned the streets and did bulk pick-ups.

Juneteenth Day

Ms. Glanz presented the Juneteenth Day proclamation to celebrate the events of June 19, 1865 in Galveston, Texas whereby General Gordon Granger led Union soldiers to bring news that the Civil War had ended. Juneteenth is the oldest known public celebration of the end of slavery in the United States and has been celebrated by the African-American Community for more than 150 years. A parade and festival were scheduled in Downtown Salisbury on Saturday, June 18, 2022.

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Presentation – Potters Field Cemetery presented by Edward Dean, Founder and Director of Lower Shore Cemetery Preservation Organization.

Edward Dean provided a presentation on the Potters Field Cemetery, also known as Old Salisbury Cemetery. In 1959 when Route 50 was routed through Salisbury, there was an estimated 150 graves that had to be moved, which actually turned out to be 767 graves. He wondered where all the burials were – there were 74 unknown, 68 marked graves in Potters Field today- but 767 remained not marked. He discussed the graves not known about that had been relocated but not identified and the manner in which he found plot markers of many unidentified graves, and was concerned that the individuals were not respected properly when moved. He wanted to inform the City about what he found and recommended the following:

- change the street name back to Cemetery Street
- curbing installed on both sides of the street
- do a GPR of the area and determine the actual grave locations
- fence in the entire cemetery
- erect a memorial for the unidentified graves

President Heath asked Mr. Dean to write a letter to Council stating his recommendations and requests.

Budget amendment to appropriate funds from sale of ambulance

Fire Chief John Tull and Assistant Chief Rob Frampton joined Council to discuss the budget amendment in the amount of \$14,615, which were the proceeds from the sale of the second EMS Unit. The request was for the money to go to the fuel account to cover a significant shortfall.

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

Vision Zero Annual Report

Transportation Project Specialist Will White provided the update for Council. This was the second update on Vision Zero and would be available on the City’s website.

He said the City made significant progress in reducing injuries, crashes, fatal crashes, as well as bike and pedestrian involved crashes, where all of the categories had increased across the nation. Injurious crashes increased as a percentage of crashes overall, but were down compared to the previous years. He reviewed upcoming and ongoing projects and stated that all indications were that the Vision Zero initiatives were working. Out of all of the crashes in the City of Salisbury, fatal crashes made up only .5%, injurious crashes made up 32.6% and property damage only crashes made up 66.8%.

In closing, Mr. White reported the City was looking to further projects to work on as the push for zero continued to be a long one. Decades of speed-oriented design could not be

90 undone in a few short years. They had a series of projects coming up and were working
91 towards further reductions in fatal injuries and crashes, and looked forward to working
92 on the City's MovesBY Masterplan which would further unite the efforts with the City's
93 other transportation goals including reducing vehicle miles and emissions.

94
95 Ms. Jackson asked where the City was with the Rail Trail. Mr. White said it had 8
96 phases. Phase 1 and 7B were under design, paid for by grants. Further grants were being
97 applied for and the first segment should be completed in a year to a year and a half.

98
99 President Heath asked if reflectors were on all of the chicanes so they could be seen,
100 specifically on College Ave .Mr. White said they were in stock and would be installed.

101
102 **South Division Street-Rinnier Annexation introduction**

103
104 Building Official Bill Holland said the City received a petition for annexation for a 1 ½
105 acre site on the East side of South Division Street on the corner of Onley Road. The
106 petitioner also included a concept development plan which included two separate
107 buildings- one with five units and one with eight units. He requested Council's consent
108 to move the annexation forward to the Planning Commission to be rezoned.

109
110 Council reached unanimous consensus to move forward with the annexation.

111
112 **Ordinance No. 2729- amending City Code to update procedures for dispatching**
113 **police directed towing**

114
115 Special Assistant to the Mayor Nate Sansom reviewed what was resolved since the last
116 meeting. The ordinance as passed by Council for first reading remained the same but
117 there were changes to the proposed FY23 Fee Schedule. The proposed accident clean-up
118 fee was removed because the intent was to allow tow companies to bill them under the
119 additional labor fee proposed.

120
121 Mr. Boda asked about the City un-regulating many of the fees related to accidents since
122 most of the costs would be paid for by insurance. Mr. Sansom said it was discussed and
123 the Police Department strongly advised against it due to concern in the past for price
124 gouging. Mr. Boda said it was negotiated by the tow company and insurance company.
125 Mr. Sansom said they intended on increasing the accident vehicle tow fee from \$200 to
126 \$300, and the disabled vehicle tow fee from \$80 to \$100. These were when there was a
127 police requested tow- not a private citizen's request for towing.

128
129 Ms. Blake asked how the towing fees correlated with price gouging, and Ms. Gregory
130 said that if the tow companies charged more than the insurance companies wanted to
131 cover, the customer would be responsible for the difference. Regulating the costs helped
132 keep costs down for the customer.

133
134 President Heath asked to find out what surrounding municipalities were doing, wanted it
135 to be fair and wanted the City to still have control over what it should have control of.

136 He asked Chief Duncan what drove the need for regulation utilizing the list. She
137 explained that in November 2010 the City experienced major snowstorms the entire
138 winter. There were many public complaints regarding overcharges for towing and
139 storage. She was asked to find out how much people were being charged for towing and
140 storage in the neighboring jurisdictions. Prior to that there was very little in the way of
141 regulation and the storm drove the public outcry.

142
143 Mr. Sansom said they added an additional labor fee so tow companies could collect more
144 revenue for tows taking four hours to complete. The proposed rate was \$80/hour billed in
145 15-minute increments. Other fees were also established based up Council feedback in
146 coordination with the Police Department.

147
148 Chief Duncan said because the government was directing some type of action, there
149 needed to be structure and accountability built in and process for people to make
150 complaints if they were not satisfied with the services or charges. She discussed the
151 streamlined process Ocean City used and said the SPD had researched the possibility of
152 having a tow lot, but property and space were at a premium, and it was cost prohibitive.

153
154 Council took a break at 5:56 p.m. and reconvened at 6:03 p.m.

155
156 Mr. Sansom was joined by three tow company owners at the table. President Heath asked
157 them if they had reviewed the fee schedule and someone had one from Fruitland which
158 did not regulate accidents. The Maryland State Police had no regulations and Ocean City
159 did not regulate accident tows. They discussed variables involved in accident towing.

160
161 President Heath asked Ms. Bosche if they could take the word “accident” out of the
162 ordinance, and she wanted to review the original ordinance first. He wanted to see the
163 polling to see that the other municipalities all did not address accidents.

164
165 One of the tow company owners discussed the 10-mile radius and 30-minute limit to
166 arrive to accidents. He understood the mileage, but thought the 30-minute rule was more
167 feasible. Mr. Sansom explained the 10-mile radius intent was to ensure the citizens were
168 able to retrieve their vehicles from a close proximity to downtown.

169
170 President Heath thanked the companies for attending and said there was some work the
171 City needed to do. Council would review the polling information and go from there.

172
173 **Adjournment of Work Session and Motion to convene in Special Meeting**

174
175 With no further business to discuss, President Heath adjourned the Work Session at 6:36 p.m.
176 and called the Special Meeting to order.

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178 _____
179 City Clerk

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181 _____
182 Council President

1 **CITY OF SALISBURY, MARYLAND**

2
3 **SPECIAL MEETING**

JUNE 6, 2022

4
5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council President John “Jack” R. Heath*
8 *Councilwoman Michele Gregory*
9 *Councilwoman April Jackson*

Council Vice-President Muir Boda
Councilwoman Angela Blake

10 **IN ATTENDANCE**

11
12 *City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Fire Chief John Tull,*
13 *City Attorney Ashley Bosche, City Clerk Kimberly Nichols*

14 *******

15 *The City Council convened in a hybrid Work Session (in person and on Zoom Conferencing*
16 *Video) on June 6, 2022. Upon the adjournment of the Work Session at 6:36 p.m., President*
17 *Heath called the Special Meeting to order.*

18
19 **ADOPTION OF LEGISLATIVE AGENDA**

20
21 *Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve the Special*
22 *Meeting agenda as presented.*

23
24 **ORDINANCES-** *presented by City Attorney Ashley Bosche*

- 25
26 • **Ordinance No. 2721- 2nd reading-** *appropriating the necessary funds for the operation of*
27 *the government and administration of the City of Salisbury, Maryland for the period July 1,*
28 *2022 to June 30, 2023, establishing the levy for the General Fund for the same fiscal period*
29 *and establishing the appropriation for the Water and Sewer, Parking Authority, City*
30 *Marina, and Storm Water Funds*

31
32 *Mr. Boda moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance*
33 *No. 2721 for second reading.*

- 34
35 • **Ordinance No. 2722- 2nd reading-** *to amend Water and Sewer rates to increase rates by 8%*
36 *and making said changes effective for all bills dated October 1, 2022 and thereafter unless*
37 *and until subsequently revised or changed.*

38
39 *Ms. Blake moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance*
40 *No. 2722 for second reading.*

- 41
42 • **Ordinance No. 2723- 2nd reading-** *to set fees for FY2023 and thereafter unless and until*
43 *subsequently revised or changed*

44
45 *Mr. Boda moved and Ms. Gregory seconded to approve Ordinance No. 2723 for second*
46 *reading.*

47
48 *Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to amend Ordinance*
49 *No. 2723 as read by Ms. Bosche.*

50
51 *Ordinance No. 2723 for second reading was unanimously approved.*
52

- 53 • **Ordinance No. 2728 - 2nd reading-** *approving an amendment of the City’s FY22 General*
54 *Fund Budget and General Capital Project Fund Budget to provide funds for the “Poplar*
55 *Hill Mansion ADA Ramp and Bathroom Project”*

56
57 *Ms. Jackson moved, Ms. Gregory seconded and the vote was unanimous to approve*
58 *Ordinance No. 2728 for second reading.*
59

- 60 • **Ordinance No. 2729- 2nd reading-** *amending Chapter 5.64 of the Salisbury City Code,*
61 *entitled “Towing Companies”, to update procedures for dispatching police directed towing,*
62 *operations of a police directed tow on scene, and penalties for violations of the code*

63
64 *Mr. Boda moved and Ms. Jackson seconded to approve Ordinance No. 2729 for second*
65 *reading.*
66

67 *Mr. Boda moved to table Ordinance No. 2729 for second reading. Ms. Jackson seconded,*
68 *and the vote was unanimous.*
69

- 70 • **Ordinance No. 2730- 1st reading-** *approving a budget amendment of the FY2022*
71 *General Fund Budget to appropriate funds to the Salisbury Fire Department’s Operating*
72 *Budget*

73
74 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance*
75 *No. 2730 for first reading.*
76

77 **ADMINISTRATION AND COUNCIL COMMENTS**

78

79 *Ms. Glanz thanked everyone involved in making the Jay Copeland concert happen with over*
80 *4,000 attendees. The public was invited to attend the Labyrinth dedication tomorrow behind the*
81 *Daily Times building.*
82

83 *Mr. Boda said the concert was great thanks to the City team who helped put it on. Jay Copeland*
84 *had incredible talent.*
85

86 *Ms. Jackson congratulated Riley Bozman who represented District 16- the VFW. Riley won for*
87 *that district and went to the State of Maryland for the VFWs and placed third. There would be a*
88 *Juneteenth celebration at the Billy Gene Jackson Park on June 18th. Everyone was welcome!*
89 *She implored everyone to have their vaccinations and boosters to stay safe.*
90

91 *Ms. Blake asked for those healthy enough to donate blood.*
92

93 *Ms. Gregory announced that Saturday there would be the Pit Boss and Kickball Tournament.*
94 *Councilmember Todd Nock and she had a team, and there were a few spots opened. There would*
95 *also be a Pit Boss competition at Winter Place Park.*

96
97 *President Heath said that Jay Copeland was a parent's dream. He was the gentlest, kind, strong*
98 *and talented individual, and if you get a chance to hear about his story growing up, he went*
99 *through a lot. He also wanted to congratulate the Salisbury University Baseball Team. They*
100 *remained undefeated in the baseball world series for Division III. They had two more games to*
101 *win to become repeated National Champions. It was quite an accomplishment for a little school*
102 *on the Eastern Shore.*

103
104 **ADJOURNMENT**

105
106 *With no further business to discuss, the Special Meeting adjourned at 6:54 p.m.*

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108 _____
109 *City Clerk*

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111 _____
112 *Council President*

1 **CITY OF SALISBURY, MARYLAND**

2
3 **SPECIAL MEETING**

JUNE 10, 2022

4
5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council President John “Jack” R. Heath* *Council Vice-President Muir Boda*
8 *Councilwoman April Jackson*

9
10 **PUBLIC OFFICIALS ABSENT**

11
12 *Councilwoman Angela M. Blake*
13 *Councilwoman Michele Gregory*

14
15 **IN ATTENDANCE**

16
17 *City Administrator Julia Glanz, Field Operations Director Jana Potvin, Fire Chief John Tull,*
18 *City Attorney Ashley Bosche, City Clerk Kimberly Nichols*

19 *****
20 *The City Council convened in a Special Meeting via Zoom Video Conferencing on June 10, 2022*
21 *at 3:30 p.m.*

22
23 **ADOPTION OF LEGISLATIVE AGENDA**

24
25 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous (3-0 vote) to approve the*
26 *Special Meeting agenda as presented.*

27
28 **ORDINANCE-** *presented by City Attorney Ashley Bosche*

- 29
30 • **Ordinance No. 2731- 1st reading-** *approving a budget amendment of the FY2022 Marina*
31 *Fund Budget to appropriate additional funds required for fuel and electricity*

32
33 *Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous (3-0 vote) to approve*
34 *Ordinance No. 2731 for first reading.*

35
36 **ADMINISTRATION AND COUNCIL COMMENTS**

37
38 *Ms. Glanz thanked everyone for coming together so quickly to approve this budget amendment*
39 *for first reading.*

40
41 *Mr. Boda asked everyone to have a great weekend.*

42
43 *Ms. Jackson concurred with Mr. Boda for everyone to have a safe weekend!*

44
45 *President Heath thanked Ms. Ashanti for joining the Council today on Zoom.*
46

47 **ADJOURNMENT**

48

49 *With no further business to discuss, the Special Meeting adjourned at 3:35 p.m.*

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City Clerk

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Council President

1 **CITY OF SALISBURY, MARYLAND**

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3 **SPECIAL MEETING**

JUNE 17, 2022

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5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council Vice-President Muir Boda* *Councilwoman April Jackson*
8 *Councilwoman Angela M. Blake* *Councilwoman Michele Gregory*

9
10 **PUBLIC OFFICIALS ABSENT**

11
12 *Council President John “Jack” R. Heath*

13
14 **IN ATTENDANCE**

15
16 *City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Fire Chief John Tull,*
17 *Deputy Fire Chief Chris O’Barsky, Deputy Field Operations Director Sam Ireland, City*
18 *Attorney Ashley Bosche, City Clerk Kimberly Nichols*

19 *****
20 *The City Council convened in a Special Meeting via Zoom Video Conferencing on June 17, 2022*
21 *at 9:00 a.m.*

22
23 **ADOPTION OF LEGISLATIVE AGENDA**

24
25 *Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous (4-0 vote) to approve the*
26 *Special Meeting agenda as presented.*

27
28 **ORDINANCES-** *presented by City Attorney Ashley Bosche*

- 29
30 • **Ordinance No. 2730- 2nd reading-** *approving a budget amendment of the FY2022 General*
31 *Fund Budget to appropriate funds to the Salisbury Fire Department’s Operating Budget*

32
33 *Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous (4-0 vote) to approve*
34 *Ordinance No. 2730 for second reading.*

- 35
36 • **Ordinance No. 2731- 2nd reading-** *approving a budget amendment of the FY2022*
37 *Marina Fund Budget to appropriate additional funds required for fuel and electricity*

38
39 *Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous (4-0 vote) to*
40 *approve Ordinance No. 2731 for second reading.*

41
42 **ADJOURNMENT**

43
44 *Vice President Boda thanked everyone for attending the Special Meeting and asked for them to*
45 *keep the Hilliard family and the community in their thoughts and prayers. In less than a year the*
46 *County has lost two officers in the line of duty.*

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With no further business to discuss, the Special Meeting adjourned at 9:04 p.m.

City Clerk

Council President

1 **CITY OF SALISBURY, MARYLAND**

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3 **REGULAR MEETING**

JUNE 27, 2022

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5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council Vice-President Muir Boda*
8 *Councilwoman Angela M. Blake*

Mayor Jacob R. Day
Councilwoman Michele Gregory

9
10 **PUBLIC OFFICIALS ABSENT**

11
12 *Council President John “Jack” R. Heath*

13
14 **IN ATTENDANCE**

15
16 *Deputy City Administrator Andy Kitzrow, City Attorney Heather Konyar, City Clerk Kimberly*
17 *Nichols, and members of the public*

18 *******

19 **CITY INVOCATION – PLEDGE OF ALLEGIANCE**

20
21 *The City Council met in regular session at 6:00 p.m. via Zoom and in person and Council Vice*
22 *President Muir Boda called the meeting to order. Bishop J. Anthony Dickerson of the Greater*
23 *Mt. Olive Full Gospel Baptist Church provided the invocation, and afterwards everyone recited*
24 *the pledge to the flag.*

25
26 **PRESENTATIONS**

27
28 *Mayor Jacob R. Day presented Certificates of Recognition to the Tec Tigers for qualifying for*
29 *and winning awards at the World VEX Robotics Championship, and in appreciation of their*
30 *accomplishments as members of the Wicomico County Robotics Club, qualifying for the VEX*
31 *Robotics World Championship 2022, and winning the Design and Finalist Awards in the 2022*
32 *Delmarva Regional Championship.*

33
34 *The following students received awards: Siddharth Ghosh, Ryan Ondo, Ava Pavese, Tristan*
35 *Pavese, Caden Pavese, Abhiram Gaddam, Abraham Thomas, Urjit Chakraborty, Mike Huang*
36 *and David Maier (not present).*

37
38 **ADOPTION OF LEGISLATIVE AGENDA**

39
40 *Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous (3-0) to approve the*
41 *legislative agenda as presented.*

42
43 **CONSENT AGENDA-** *presented by City Clerk Kimberly Nichols*

44
45 *The consent agenda, consisting of the following items, was unanimously approved on a motion*
46 *and seconded by Ms. Gregory and Ms. Blake, respectively:*

- *April 19, 2022 Budget Work Session Minutes*
- *April 21, 2022 Budget Work Session Minutes*
- *May 17, 2022 Budget Work Session Minutes*
- *May 23, 2022 Council Meeting Minutes*
- **Resolution No. 3174**- *approving the appointment of Michelle Hahn to the Disability Advisory Committee for the term ending June 2025*
- **Resolution No. 3175**- *approving the appointment of Ivy McIntyre to the Disability Advisory Committee for the term ending June 2025*
- **Resolution No. 3176**- *approving the appointment of Ron Pagano to the Disability Advisory Committee for the term ending June 2025*
- **Resolution No. 3177**- *approving the appointment of Charly Sager to the Sustainability Advisory Committee for the term ending June 2025*

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RESOLUTION- *presented by Deputy City Administrator Andy Kitzrow*

- **Resolution No. 3178**- *making a Declaration Of Official Intent regarding the City’s reasonable expectation to reimburse from proceeds of a future borrowing project expenditures made in connection with two separate projects generally identified as Computer Aided Dispatch (CAD) Replacement and Station #16 HVAC Replacement*

Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous to approve Resolution No. 3178.

ORDINANCE- *presented by City Attorney Heather Konyar*

- **Ordinance No. 2729- 2nd reading**- *amending Chapter 5.64 of the Salisbury City Code, entitled “Towing Companies”, to update procedures for dispatching police directed towing, operation of a police directed tow on scene, and penalties for violations of the code*

Ms. Blake moved and Ms. Gregory seconded to approve Ordinance No. 2729 for second reading.

Ms. Gregory moved, Ms. Blake seconded and the vote was 3-0 to amend Ordinance No. 2729 for second reading as read by Ms. Bosche.

Ordinance No. 2729 for second reading, as amended, was unanimously approved on a 3-0 vote.

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PUBLIC COMMENTS

There were no requests from the public to speak.

ADMINISTRATION AND COUNCIL COMMENTS

66 *Mayor Day noted the excellent job by City departments in supporting the Juneteenth celebration*
67 *and Pride Event held Downtown over the weekend. Both were well attended parades and with the*
68 *exception of heat related injuries, everything ran very smoothly.*

69
70 *Ms. Gregory reiterated what the Mayor said, and she loved seeing so many people out enjoying*
71 *Downtown.*

72
73 *Ms. Blake asked everyone to donate blood, if healthy enough. The Eastern Shore continued to be in*
74 *low supply.*

75
76 *Mr. Boda concurred with Mayor Day and Ms. Gregory. The festivals were packed over the weekend*
77 *and very well organized.*

78
79 **ADJOURNMENT**

80
81 *With no further business to discuss, the meeting adjourned at 6:25 p.m.*

82
83 _____
84 *City Clerk*

85
86 _____
87 *Council President*

1 CITY OF SALISBURY
2 WORK SESSION
3 JULY 5, 2022
4

5 Public Officials Present
6

Council President John R. “Jack” Heath (via Zoom) Mayor Jacob R. Day
Council Vice-President Muir Boda Councilwoman Michele Gregory
Councilwoman April Jackson

7 Public Officials Absent
8

9 Councilwoman Angela M. Blake
10

11 In Attendance
12

13 Deputy City Administrator Andy Kitzrow, Colonel Dave Meienschein (via Zoom), Procurement
14 Director Jennifer Miller, DID Acting Director Rick Baldwin, City Clerk Kim Nichols, and City
15 Attorney Ashley Bosche.
16 -----

17 On July 5, 2022 the Salisbury City Council convened at 4:32 p.m. in a hybrid Work
18 Session in Council Chambers of the Government Office Building and on Zoom
19 Conferencing Video. Council Vice President Boda presided over the Work Session, as
20 President Heath joined via Zoom.
21

22 **Red Light Cameras**
23

24 Procurement Director Jennifer Miller explained that when Council previously discussed
25 red light cameras, cost was apparently a big concern because it was expensive for a
26 fixed, flat fee per camera. At that time Council considered the metrics of having many
27 citations per month just to pay for the cameras. Procurement found a piggyback contract
28 option with Montgomery County with a vendor named Conduent. Ms. Miller discussed
29 the following details:
30

- 31 • Rather than a fixed fee per camera cost per month, Conduent could operate on a
32 per citation basis.
- 33 • They had a fee structure in their contract where with a \$75 per camera red light
34 citation, the vendor would keep a portion of that and the City would get \$48.50.
- 35 • The five-year contract was just entered into with Montgomery County, and had
36 renewal options.
- 37 • The contract would require the vendor to do the site analysis, site selection, cover
38 all permitting and installation of the red-light cameras, all violations and issuance
39 processing, customer support and court services.
- 40 • There were additional options that could be of interest to the City- functionality in
41 the cameras to read license plates and the ability to be speed cameras.
- 42 • Vendor would be responsible for all maintenance, repairs and support services.
- 43 • Training for all City personnel would be provided.

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Colonel Meienschein said it seemed to be easy to manage and would not be manpower intensive for SPD which should be considered in view of the current staffing situation.

Mr. Boda asked if they were going to take over the Speed Cameras as well, and Ms. Miller said they were being considered for red light cameras. Within the contract there would be the option to bring on the speed camera functionality.

Ms. Jackson asked where they would be placed, and Ms. Miller said that Chief Duncan identified 10 – 15 locations, each having varied numbers of camera options. They had not gotten to that detail in the planning and the contractor would conduct an analysis.

President Heath asked for the projected revenue, and Ms. Miller remarked that the City would keep \$48.50 of every \$75 citation. Ms. Miller did not know how many citations would be issued, but even if there was only one citation the City would make money on that camera. It was a mission towards Vision Zero and reducing accidents and not so much a revenue discussion.

Council reached unanimous consensus to advance the contract to Legislative Session.

Adjournment of Work Session / Motion and Vote to convene in Closed Session

With no further business to discuss, Vice President Boda adjourned the Work Session at 4:44 p.m. and called for a motion to convene in Closed Session. He read the notice to the public that Council was meeting to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom the public body had jurisdiction; or any other personnel matter that affected one or more specific individuals in accordance with the Annotated Code of Maryland §3-305(b)(1).

Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to convene in Closed Session.

Reconvene in Open Session / Report to Public / Adjournment

At 4:57 p.m. Ms. Jackson moved, Mr. Heath seconded, and the vote was unanimous (4-0) to close the Closed Session and reconvene in Open Session. Vice President Boda reported the Council had met in Closed Session, and then adjourned the meeting.

City Clerk

Council President



MEMORANDUM

To: Jacob R. Day, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Salisbury Historic District Commission
Date: June 14, 2022

The following person has applied for appointment to the Salisbury Historic District Commission for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Margaret Lawson	June 2025

Attached is the information from Ms. Lawson and the resolution necessary for her appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments

OK
JRD

1 **RESOLUTION NO. 3179**

2
3 BE IT RESOLVED, by the City of Salisbury, Maryland that the following
4 individual is appointed to the Salisbury Historic District Commission for the term ending
5 as indicated.

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7

<u>Name</u>	<u>Term Ending</u>
Margaret Lawson	June 2025

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12 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the
13 Council of the City of Salisbury, Maryland held on July 11, 2022.

14
15 ATTEST:

16
17
18 _____
19 Kimberly R. Nichols
20 CITY CLERK

John R. Heath
PRESIDENT, City Council

21
22
23 APPROVED BY ME THIS

24
25 _____ day of _____, 2022

26
27
28 _____
29 Jacob R. Day, Mayor