

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING**

**JANUARY 9, 2023**

**PUBLIC OFFICIALS PRESENT**

*Council President John “Jack” R. Heath  
Councilwoman Michele Gregory*

*Council Vice-President Muir Boda  
Councilwoman Angela Blake*

**PUBLIC OFFICIALS ABSENT**

*Mayor Jacob R. Day  
Councilwoman April Jackson*

**IN ATTENDANCE**

*City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Procurement Director Jennifer Miller, City Attorney Ashley Bosche, City Clerk Kimberly Nichols, and members of the public*

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**CITY INVOCATION – PLEDGE OF ALLEGIANCE**

*The City Council met in regular session at 6:00 p.m. via Zoom and in person. Council President John R. “Jack” Heath called the meeting to order. After the recital of the pledge to the flag, he called for a moment of silent meditation.*

**ADOPTION OF LEGISLATIVE AGENDA**

*Ms. Blake moved, Ms. Gregory 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 (4-0 vote) on a motion and second by Mr. Boda and Ms. Gregory, respectively.*

- *November 21, 2022 Work Session Minutes*
- *November 28, 2022 Council Meeting Minutes*
- *December 5, 2022 Work Session Minutes*
- *December 12, 2022 Council Meeting Minutes*
- *December 19, 2022 Work Session Minutes*
- *December 19, 2022 Special Meeting Minutes*
- **Resolution No. 3203-** *to approve the appointment of Christina Williams to the Sustainability Advisory Committee (Green Team) for term ending January 2026*

**AWARD OF BIDS-** *presented by Procurement Director Jennifer Miller*

The following items were unanimously approved on a motion and seconded by Mr. Boda and Ms. Gregory, respectfully:

*Award of Bid(s)*

- |                                |              |
|--------------------------------|--------------|
| 1. ITB 23-116 Sanitation Truck | \$106,873.52 |
|--------------------------------|--------------|

*Declaration of Surplus*

- |  |         |
|--|---------|
| 1. SPD: Uniform items                        | \$ 0.00 |
| 2. SPD: Misc. vehicles and skid steer loader | \$ 0.00 |
| 3. SPD: K-9                                  | \$ 0.00 |

President Heath thanked Christina Williams for volunteering on the Sustainability Advisory Committee.

**RESOLUTIONS**- presented by City Administrator Julia Glanz

- **Resolution No. 3204**- to authorize the Mayor to execute, on behalf of the City of Salisbury, a lease agreement between the First Baptist Church of Salisbury, Maryland and the City of Salisbury

Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous to approve Resolution No. 3204.

- **Resolution No. 3159**- approving the annexation to the City of Salisbury of a certain area of land situate contiguous to and binding upon the Easterly Corporate Limit of the City of Salisbury, to be known as the Sharen Drive Annexation

Mr. Boda moved, Ms. Gregory seconded, and the vote was unanimous to approve Resolution No. 3159.

- **Resolution No. 3160**- approving the annexation plan for the Sharen Drive Annexation

Ms. Blake moved, Mr. Boda seconded, and the vote was unanimous to approve Resolution No. 3160.

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

- **Ordinance No. 2764**- 2<sup>nd</sup> reading- approving an amendment to the FY 2023 General Fund Budget and the Grant Fund Budget further appropriating funds for the operation of the 2023 Maryland Folk Festival

Ms. Gregory moved, Mr. Boda seconded, and the vote was unanimous (4-0) to approve Ordinance No. 2764 for second reading.

- **Ordinance No. 2765**- 2<sup>nd</sup> reading- to amend Chapter 1 – The International Building Code, Section 15.04.020 of the City of Salisbury Municipal Code, granting the authority to

require a new certificate of occupancy and inspection for any change of use, group, owner or tenant, and to clarify fire safety provisions regarding the Fire Marshal's enforcement powers

Mr. Boda moved and Ms. Gregory seconded to approve Ordinance No. 2765 for second reading.

Mr. Boda moved to amend the ordinance with Lines 48-52 as read by City Attorney Bosche. Ms. Blake seconded, and the vote to amend the ordinance was unanimous (4-0 vote).

Ordinance No. 2765 for second reading, as amended, was approved on a 4-0 vote.

- **Ordinance No. 2766**- 2<sup>nd</sup> reading- approving a budget amendment of the Water Sewer Capital Project Fund Budget to remove an appropriation for the Park Well Field Project

Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous (4-0) to approve Ordinance No. 2766 for second reading.

- **Ordinance No. 2767**- 2<sup>nd</sup> reading- approving a budget amendment of the General Capital Project Fund Budget to replace funding from bond proceeds for the Police Communication Project with PAYGO from the GOV Roof Project

Mr. Boda moved, Ms. Gregory seconded, and the vote was unanimous (4-0) to approve Ordinance No. 2767 for second reading.

- **Ordinance No. 2768**- 2<sup>nd</sup> reading- approving a budget amendment of the FY2023 General Fund Budget to appropriate additional funds required for Field Operations

Mr. Boda moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2768 for second reading.

- **Ordinance No. 2758**- 1<sup>st</sup> reading- pursuant to Chapters 17.108, 17.228 and 17.119.070 of Title 17, Zoning, of the Salisbury Municipal Code, and Title 4, Zoning of the Land Use Article of the Annotated Code of Maryland, for the purpose of amending Section 17.119.020 of the Salisbury City Code by adding to the area of Planned Development District No. 1- Robertson Farm (PDD No..1) two lots totaling 3.55 acres which together are on the North side of and binding on Sharen Drive, the South side of and binding on Old Ocean City Road-MD Route 346, the East side of and binding on the current corporate line of the City of Salisbury also being the current westerly line of PDD No. 1 and West of but not binding upon Phillip Morris Drive and more particularly described in Exhibit A

Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous (4-0 vote) to approve Ordinance No. 2758 for first reading.

- **Ordinance No. 2769**- 1<sup>st</sup> reading- to amend Salisbury City Code to combine the Housing Board of Adjustment and Appeals, the Building Board of Adjustment and Appeals, and the Board of Zoning Appeals into a new board known as "Board of Appeals"

*Mr. Boda moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2769 for first reading.*

- **Ordinance No. 2770**- 1<sup>st</sup> reading- to reallocate the FY13 Bond proceeds so that they qualify to be used for the Raw Water Line at Naylor Mill project

*Ms. Gregory moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance No. 2770 for first reading.*

- **Ordinance No. 2771**- 1<sup>st</sup> reading- to reallocate the FY16 Bond proceeds so that they qualify to be used for the Raw Water Line at Naylor Mill project

*Mr. Boda moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2771 for first reading.*

- **Ordinance No. 2772**- 1<sup>st</sup> reading- to reallocate the FY17 Bond proceeds so that they qualify to be used for the Raw Water line at Naylor Mill project

*Ms. Gregory moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2772 for first reading.*

### **PUBLIC COMMENTS**

*There were no requests for public comments.*

### **ADMINISTRATION AND COUNCIL COMMENTS**

*President Heath read the statement for the closing the meeting, and then invited Ms. Glanz and the Council to share their comments.*

*Ms. Glanz shared the County's Business After Hours on Thursday at the Civic Center from 5:00 p.m. – 7:00 p.m. and the Salisbury Fire Department Swearing In and Promotion Ceremony at Salisbury University at 6:00 p.m.*

*Mr. Boda was always excited to see new Firefighters coming online and was looking forward to Friday's event.*

*Ms. Blake announced that January was National Blood Donor Month. Since 1970, January was designated National Blood Donor Month because it is the month out of the entire year where donations drop off more, mainly due to the weather and illness. Please donate blood if healthy enough.*

*Ms. Gregory gave accolades to the Salisbury Fire Department as they were needed again at her home over the weekend. The paramedics were always quick and professional. Please be patient with the hospital staff as they are severely understaffed and work very hard. Get your vaccine to save them so work.*

*President Heath said he worked over the weekend with Operation We Care preparing 180 packages for law enforcement. Today is Law Enforcement Appreciation Day. He also asked that those healthy enough to please donate blood.*

**MOTION TO CONVENE IN CLOSED SESSION**

*With no further business to discuss, at 6:49 p.m. President Heath called for a motion to convene in Closed Session. Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous (4-0).*

**MOTION TO CLOSE THE CLOSED SESSION / CONVENE IN OPEN SESSION**

*At 6:59 p.m. upon a motion and seconded by Mr. Boda and Ms. Gregory, the Closed Session adjourned and Council immediately convened in Open Session whereby President Heath reported that Council had met in Closed Session and discussed the appointment of the staff member.*

*The Open Session was then immediately adjourned.*

*Kimberly R. Nichols*

City Clerk



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Council President