



WORK SESSION MEETING MINUTES FEBRUARY 10, 2025

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April R. Jackson, Councilwoman Michele R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, Fire Chief Rob Frampton, Water Works Director Cori Cameron, Police Chief David Meienschein, Captain John Felts, City Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS/PLEDGE OF ALLEGIANCE

The City Council convened in a Work Session on February 10, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty reviewed information about the media distribution list. He then asked fellow councilmembers to reflect their thoughts on Black History Month.

Ms. Dashiell shared that, while being a teacher, during the month of February her kids would reflect on African American inventors.

Ms. Jackson reflected on the first male African American to get elected as a County Council member and first female to get elected as a City Council member. She stated that there were a lot of rich history right here in Salisbury and that it did not stop there.

Ms. Blake shared a brief reflection on the legacy of Ida B. Wells, emphasizing her role as a pioneering journalist and civil rights activist.

Ms. Gregory emphasized the importance of remembering history as a foundation for shaping a better future. She spoke about the countless unsung heroes whose legacies inspire continued advocacy for justice and the celebration of culture. Ms. Gregory highlighted the need to

preserve their stories so they were not forgotten, underscoring the values of truth-telling, empathy, inclusiveness, diversity, and respect for all.

INVOCATION – Councilwoman April Jackson

Presentation – 2024 Operational Review of the Salisbury Fire Department

Chief Frampton provided an overview of the fire department activity and initiatives for the year. He reported a total of 4,403 fire calls and 12,623 EMS calls to date, with approximately 12% of all calls occurring outside municipal limits. Skilled nursing facility calls accounted for 1,624 calls, making up 12.8% of the total call volume. In response to this demand, the department drafted a Memorandum of Understanding (MOU) with a specific facility to allow a nurse practitioner to assist, helping to reduce the burden on field units. Due to increased call volume, mutual aid from other agencies had been necessary. Fire chiefs made the operational decision to deploy two capital apparatus to all motor vehicle crashes regardless of the initial call details.

Chief Frampton highlighted the department's excellent clinical outcomes, reporting a resuscitation rate of 26%, which significantly exceeds the national average of 8%. There was one civilian fire-related death, though the incident was not responded to by the department; the individual later passed away in the hospital from burn-related complications. Additionally, there were two minor civilian fire injuries. The department continues to aim for a response time under four minutes.

The Fire Marshal's Office conducted 181 building plan reviews and 1,400 commercial fire inspections, generating \$550,000 in revenue for the city. The department also responded to 92 opioid-related calls. A new initiative, in collaboration with SWIFT and called the Safe Initiative, was launched to conduct in-home health and fall risk assessments. Over 200 patients have enrolled in the program. Last year, 691 patients were treated on scene without requiring hospital transport, illustrating the department's growing capacity for alternative care models.

Chief Frampton noted that the department was preparing to implement NERIS, the new national reporting system. Additionally, the department received \$600,000 in grant funding and welcomed 12 new volunteers since July. A Community Risk Assessment was being finalized and will be released once the EMS component was added. The fire service agreement continues to move forward in a positive direction.

Ordinance – to add and edit language regarding the counting method for false alarms

Fire Chief Rob Frampton presented an ordinance that would revise the language regarding false alarms. The existing wording had caused confusion, particularly in situations involving apartment complexes where a single alarm panel may serve multiple buildings. Chief Frampton noted that clarification was needed to determine when a false alarm citation should be issued by the Finance Department.

Having no comments, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance – approving a budget amendment of the FY2025 Water Sewer Capital Fund Budget to appropriate funds for the PFAS Study and Treatment

Ms. Cameron reported that a PFAS study plan had been developed for the Paleo Water Plant but was not yet completed. She emphasized the need to fast-track this study since the final opportunity to secure funding would be in January of next year. She also reminded the group that PFAS treatment systems were required to be in place by 2029.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance – authorizing a budget amendment of the FY2025 Water Sewer Capital Fund Budget to appropriate funds for the Elevated Water Tank Maintenance Project

Ms. Cameron reported that the Salisbury University water tower needed repainted, and due to its size the project was expected to be costly. She noted there was \$70,000 remaining and wanted to move those funds to help cover the cost. She also mentioned that the Edgemore Avenue water tank was included in the Capital Improvement Plan (CIP) for removal; repairing it would be expensive and the tank was no longer considered useful.

Ms. Jackson inquired whether Salisbury University would contribute to the cost of maintaining the tower. Ms. Cameron responded that the university did contribute financially in exchange for having their logo displayed on the tower.

Having no further comments, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance – approving a budget amendment of the FY2025 Water and Sewer Capital Project Fund Budget to appropriate funds to pay reimbursable project expenses ahead of loans anticipated to be made from the drinking water state revolving fund for the Naylor Mill Water Main Extension Project, a PFAS study at the Paleo Water Treatment Plant and a lead service line replacement project

Ms. Cameron began by explaining the upcoming requirement for all water systems nationwide to submit a Lead Service Line Inventory to the Maryland Department of the Environment (MDE) and the U.S. Environmental Protection Agency (EPA) by October 2024. She noted that any plumbing installed prior to 1986 could potentially contain lead and the City of Salisbury was responsible for identifying and addressing service lines from the meter to individual homes. The City had applied for federal funding to support this effort, and so far only one lead service line had been identified.

Ms. Cameron then invited Ms. Amanda Pollack to provide details on a proposed budget amendment. Ms. Pollack explained that the amendment would allow the City to forward fund several water infrastructures projects that were eligible for support from the Maryland Water Quality Financing Administration. These include the Naylor Mill Water Main Extension, the Lead Service Line Replacement (Phase 1), and a PFAS study at the Paleo Water Treatment Plant. The design phase for the Naylor Mill project came in under budget, with \$246,000 of the originally allocated \$718,250 encumbered. An additional \$250,000 was now requested to maintain cash flow during the construction phase, pending reimbursement from the state after Board of Public Works (BPW) approval. For the Lead Service Line Replacement project, \$410,000 was needed to cover design costs, and \$50,000 was requested for the PFAS study. Ms. Pollack noted that while most of the state funding was structured as loan principal forgiveness—which essentially functions as a grant—there were significant documentation and compliance requirements attached.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance – amending Chapter 5.64 of the Salisbury City Code, entitled “Towing Companies”, to update procedures for dispatching police directed towing, operations of a police directed tow on scene, and penalties for violations of the code

Police Chief Dave Meienschein and Captain John Felts proposed updates to Chapter 5.64 of the code. Captain Felts believed these changes would clarify the Police Chief’s authority to suspend or revoke tow company licenses for repeated or excessive violations, and to delay renewals during suspension periods. Amendments to 5.64.080 were suggested to address eligibility for a tow license after a criminal conviction, ensuring individuals were not eligible immediately upon release if they were still on parole or probation. Additionally, revisions to 5.64.040 (G) would allow the city to accept annual Department of Transportation inspections in place of the city’s inspection, to reduce redundancy.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

PUBLIC COMMENT

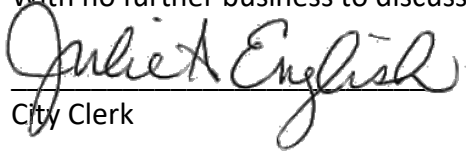
Speaker #1 was concerned about not receiving the information regarding the Lead Service Line Replacement Project.

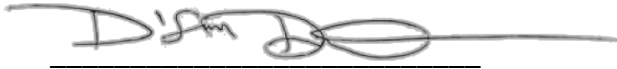
Speaker #2 noted that the County Council would be moving from five districts to seven districts and commended the fire department for their extensive service into the county.

Speaker #3 asked about the water tower and whether Salisbury University pays for its use.

ADJOURNMENT/CONVENE IN LEGISLATIVE SESSION

With no further business to discuss, the Work Session adjourned at 7:17 p.m.


City Clerk


Council President

SFD 2024 End of Year Update

"Data Driven, Community Focused"



Here are the Basics

2023

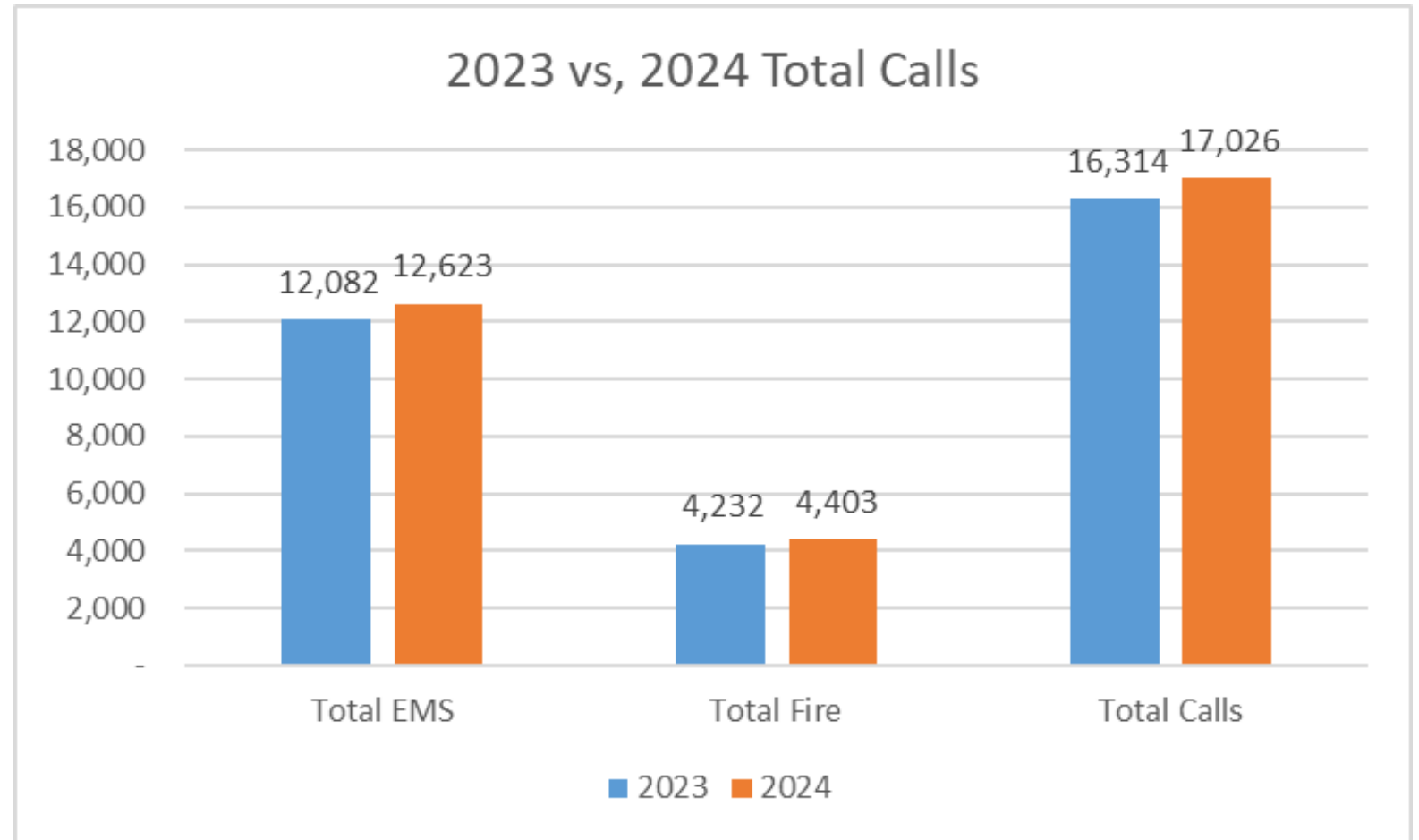
- Total Calls - 16,314
- Fire - 4,232
- EMS - 12,082
- Total Fire Unit Responses – 6,730
- 1 call every 32 minutes

2024

- Total Calls - 17,026 (+712, **+4.36%**)
- Fire - 4,403 (+171, **+4.04%**)
- EMS - 12,623 (+534, **+4.4%**)
- Total Fire Unit Responses – 6,948
- 1 call every 30 minutes

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Visualizing the Basics



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Let's Take a Deeper Dive

2023

- EMS Calls (Incorporated District) - 8,242
- EMS Calls (Unincorporated District) - 3,372
- EMS Calls (Outside of the SFD District) - 390
- Fire Calls (Incorporated District) - 2,769
- Fire Calls (Unincorporated District) - 1,233
- Fire Calls (Outside of the SFD Districts) - 167

2024

- EMS Calls (Incorporated District) - 8,517 (+3.2%)
- EMS Calls (Unincorporated District) - 3,782 (+12.2%)
- EMS Calls (Outside of the SFD District) - 324 (-16.9%)
- Fire Calls (Incorporated District) - 2,936 (+6.0%)
- Fire Calls (Unincorporated District) - 1,283 (+3.9%)
- Fire Calls (Outside of the SFD District) - 184 (+10.1%)

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EMS Calls at Skilled Nursing Facilities

- 1,621 calls to Skilled Nursing Facilities
 - 12.8% of the Total EMS Call Volume
- 46.7% are Bravo-level calls or lower
- 51.8% are Charlie-level calls or higher
- 76.5% end up being BLS calls or No Transport

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What We Are Doing to Combat This

- Met with Staff at a Super User Facility to Discuss Alternatives
 - Integration of the SWIFT/MDCN Teams Into These Facilities
 - Training of Our Providers
 - Monthly Call Reviews for Justification of 911 Use
 - The Facility is Adding Providers
 - They are Revamping Clinical Procedures
 - They Have Contracted with a Private Transportation Unit

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What We Couldn't Do

- Outside FD's Assisted the SFD – 77 times in 2024
- Outside EMS Units Handled Calls – 335 times, Up from 124
 - This Equates to Longer Response Times Which Increases:
 - Injury/Death Rates
 - \$ Loss from Fires
 - Lower Patient & Citizen Satisfaction Levels

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The Good

- Witnessed Cardiac Arrests – 36
- Unwitnessed Cardiac Arrests – 56
- Patients Resuscitated – 24 (26%)(National Average is 8%)
- Civilian Fire Deaths – 1
- Civilian Fire Injuries – 2

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Fire Marshal's Office

- Property Value & Contents Saved from Fire - \$43,917,003
- Property Value & Contents Lost to Fire - \$3,104,137
- Fire Unit Response Times Average – Under 4 Minutes (Travel Times Only)
 - Struggle with the North and North East Ends of Our District
- FM's Office Approved Building Plan Reviews – 181
- FM's Office Total Inspections – 1,373
- FM's Office Generated Over \$550k in Revenue in 2024
- Numerous Community Events & Programs
 - Thousands of Children & Adults Impacted Annually

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SWIFT & MDCN

- 92 Opioid Related Calls
- 109 Doses of Narcan Administered
- SAFE Initiative
 - Addressing the over 1400 Subject Fallen Calls per Year
 - On-Scene Blood Tests, Primary Care Provider Notification, Hazard Removal/Risk Reduction in the Home, Physical Therapy
 - Reduces Unnecessary Fire & EMS Response & Transport
- 200 Patients Enrolled/Monitored by SWIFT
- MDCN - 691 Responses to low acuity calls
 - 125 Treated on Scene w/ No Transport (Over \$225k Reduction)
- Community Outreach
 - Aiming to Visit Schools & Community Centers with Opioid Awareness Info

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Training & Tactical Medics

- In 2024, our members completed almost 11,000 hours of training.
- Tactical Medic Program (2 Member Team)
 - Specialized Training Program
 - Worked with 17 different Police Agencies in 2024
 - Assisted SPD 29 different times
 - 0 Civilian Injuries and 0 Officer Injuries in 2024
 - Completed 12 Training Days
 - Provided Training to SPD on Wound Care, Narcan, & Basic First Aid

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Wrap-Up & What Lies Ahead

- Selected for NERIS
- Over \$600,000 in Grants Received in 2024
- Volunteer Intake is Up!!
 - 12 new Volunteers since July 1st
- Drone Program (Pre-Plans, Search/Rescue, Planned Events)

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Community Risk Assessment Preview

- <https://storymaps.arcgis.com/stories/689b1f232cfa4cac837abe0289917918>

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