

**Mayor and Council of Federalsburg
Regular Monthly Meeting
Monday, January 4, 2021 @ 6:00 P.M.**

**THIS MEETING IS BEING HELD BY VIDEO-CONFERENCE
CALL DUE TO COVID-19 AND OFFICE CLOSURE TO THE PUBLIC**

To join by video, please follow the directions on the Town's website,
<http://www.federalsburg.org>

To join by telephone, please call **+1 443-593-4480** (PIN: 928893154)

Join Zoom Meeting

<https://us02web.zoom.us/j/83352956898?pwd=RHR6endpRDVVMzFpWjFna2hqUmJFZz09>

Meeting ID: 833 5295 6898
Passcode: xhe3ca

PUBLIC HEARINGS

- I. Public Hearing – Ordinance No. 2020-08 – An Ordinance of the Mayor and Council of Federalsburg authorizing an amended General Budget for the Fiscal Year beginning on July 1, 2020 and ending on June 30, 2021**

- II. Public Hearing – Ordinance No. 2020-09 – An Ordinance of the Mayor and Council of Federalsburg authorizing the Mayor to execute a Franchise Agreement between the Town of Federalsburg and Comcast Cable of Delmarva, Inc. for the construction, operation and maintenance of a cable system within the Town of Federalsburg and establishing a Franchise Fee**

Agenda

- I. Call to Order**

- II. Welcome**

- III. Pledge of Allegiance**

- IV. Approval of Previous Month's Minutes**

- V. Ordinance No. 2020 – 08 – Amendment of FY 2020-21 General Budget**

- VI. **Ordinance No. 2020 – 09 – Adoption of Franchise Agreement with Comcast Cable of Delmarva and to Establish a Franchise Fee**
- VII. **Appointment to Parks & Recreation Committee – Larry DiRe**
- VIII. **Aquacon Traffic Study – Lyndsey Ryan**
- IX. **Reliance Road Sewer Line Extension – Lyndsey Ryan**
- X. **Deed of Appointment of Substitute Trustee – Trenton Pipe Small Business Loan Release – Lyndsey Ryan**
- XI. **Change in Terms Agreement – Provident State Bank**
- XII. **Discussion – Change Date of Mayor & Council January and February Workshops to January 19th and February 16th Due to Martin Luther King and President’s Day Holidays**
- XIII. **Mayor and Council Action Items**
 - Councilmember Windsor
 - Councilmember Sewell
 - Councilmember Morean
 - Councilmember Phillips
 - Mayor Abner

XIV. Adjournment

NOTES:

If the public is given a call-in number, the Mayor may set ground rules. Some rules might include:

- The Mayor will call the roll to establish a quorum;
- Members need to identify themselves when they are talking;
- The public may be asked to mute the call on their end to avoid interruptions;
- The public may not speak unless the Mayor asks them to.

THE MEETINGS ARE BEING RECORDED, PLEASE TURN OFF ALL CELLULAR DEVICES AND PAGERS DURING THE MEETING, PLEASE REMAIN QUIET, UNLESS ADDRESSING THE COUNCIL.

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session. Meetings are conducted in Open Session unless otherwise indicated. All or part of Mayor and Council meetings can be held in closed session under the authority of the state open meetings law by vote of the Mayor and Council.

Rules for Public Comment

The Mayor and Council invite and welcome comments at public meetings. The Mayor or presiding officer will recognize you. Please introduce yourself at the podium (spelling your last name, for recording purposes) and give the name of your street and block number (e.g., 100 block of Main Street).

Time limits for speaking are indicated on the meeting agenda. While speaking, please maintain a courteous tone and avoid personal attack.

Mayor & Council Upcoming Meetings/Events

January 19, 2021 – Mayor and Council Workshop - 6 pm
February 1, 2021 – Mayor and Council Regular Monthly Meeting – 6 pm
February 16, 2021 – Mayor and Council Workshop – 6 pm

Mayor and Council of Federalsburg
Regular Monthly Meeting
December 7, 2020 @ 6:00 pm

The Mayor & Council of Federalsburg held their regular monthly meeting on Monday, December 7, 2020 at 6:00 pm. Those in attendance were Mayor Abner and Councilmembers Phillips, Morean, Windsor and Sewell. Also in attendance were Lyndsey Ryan, Town Attorney, staff, citizens and media. This meeting was held via Zoom for the public, due to the nationwide coronavirus. The Mayor and Council and Town Manager attended in person, Lyndsey Ryan, Town Attorney and town staff attended via zoom.

Welcome of Guests and Pledge of Allegiance

Mayor Abner welcomed all guests present and led the group in reciting the Pledge of Allegiance, and called the meeting to order at 6:02 pm.

Reliance Mobile Home Park

There was discussion regarding the Reliance Mobile Home Park Sewer Line Extension Proposal. Lyndsey Ryan, Town Attorney reported that she has not received the additional information that was requested from Dorchester County regarding the failing septic systems and has not heard anything from the client to date. The Mayor and Council discussed several concerns with this project, including but not limited to, setting a precedent for other mobile home parks in or near town limits; not sure what benefit this would bring to the Town, especially since the property is not located in Caroline County; concerns regarding payment of tap-in fees (should be \$2,500 per unit as previously set for all units, including a mobile home park already located within town limits); and concerns regarding possible expansion of the park in the future. It was agreed that there are still too many questions regarding this proposed project. The Mayor and Council agreed to table further discussion on this proposal until the requested information is received and their questions can be answered.

Softball League Update - Chris Parks

Chris Parks stated that the league had a great season with no problems and looked forward to working with the Town next year. The league will take care of the field and come to the Town before any work is done or major repairs are needed.

Ordinance No. 2020-08 - Amended General Budget

Town Manager DiRe presented Ordinance No. 2020-08 adopting an amended General Budget for the Fiscal Year beginning on July 1, 2020 and ending on June 30, 2021. The budget amendment include the following:

Acct # 1033091 - Revenues reduced from \$5,000 to \$1,000, based on a letter received from the Maryland Dept. of Natural Resources confirming the Town's allocation.

Acct # 1067500 - Revenue should be increased by \$98,673 to reflect the sale of land in the Frank Adams Industrial Park

Acct # 1067510 - creating a new account for CARES Act/Grant reimbursement monies

Acct # 1109200 - Municipal Building Maintenance - Expense should be increased by \$65,673 to reflect expenditures for the town hall roof repairs

Acct # 1109600 - Computer Replace/Upgrades - Expense should be increased by \$29,000 to reflect additional equipment/computer and technology upgrades needed

Councilmember Sewell made a motion seconded by Councilmember Windsor and unanimously passed by a vote of five to zero to introduce Ordinance No. 2020-08 adopting an amended General Budget for the Fiscal Year beginning on July 1, 2020 and ending on June 30, 2021. A public hearing will be scheduled for the January 4th Mayor and Council meeting for adoption.

Appointment of Parks & Recreation Committee Members

Town Manager DiRe reported that with the assistance of Mr. Chris Parks, two new members were recruited for the Parks and Recreation Committee, Mr. Thomas Corsey and Mr. Eric Smith. Mr. DiRe reported that one additional member is still needed. Councilmember Sewell reported that her sister, Nancy Downey was interested and she would have her contact Mr. DiRe.

Councilmember Phillips made a motion seconded by Councilmember Winsor and unanimously passed by a vote of five to zero to appoint Thomas Corsey and Eric Smith to the Parks and Recreation Committee.

Town Hall Roof Repair Project Bid Review & Award

Town Manager DiRe reported that a responsible bid was submitted by Mid-Shore Exteriors to replace the town hall roof at a cost estimate of \$52,930, with a \$2,000 price reduction for cash or check payment. The Town will pay by check, and therefore, reap the \$2,000 savings.

Councilmember Phillips made a motion seconded by Councilmember Morean and unanimously passed by a vote of five to zero to award the town hall roof bid to Mid-Shore Exteriors.

Ordinance No. 2020-09 - Comcast Franchise Agreement

Lyndsey Ryan, Town Attorney reported that she has been reviewing an updated franchise agreement with Comcast Cable to include a 5% franchise fee and a 10 year term based on previous discussions with the Mayor and Council.

Councilmember Phillips made a motion seconded by Councilmember Windsor and unanimously passed by a vote of five to zero introducing Ordinance No. 2020-09, which is an ordinance of the Mayor and Council of Federalsburg authorizing the Mayor to execute a Franchise Agreement between the Town of Federalsburg and Comcast Cable of Delmarva for the construction, operation and maintenance of a cable system within the Town of Federalsburg and establishing a Franchise Fee. A Public Hearing will be scheduled for the January 4th Mayor and Council meeting for adoption.

Resolution No. 2020-03 - Adopt Revised Fee Schedule for Rental Licenses and Inspections

Larry DiRe, Town Manager presented the Mayor and Council with Resolution No. 2020-03, which is a resolution of the Mayor and Council of Federalsburg to adopt a revised Fee Schedule for Residential Rental Licenses and Inspection Fees. The fees will be increased to \$100 each for the annual license fee and the inspection fee.

Councilmember Windsor made a motion seconded by Councilmember Morean and unanimously passed by a vote of five to zero to introduce Resolution No. 2020-03 to adopt a revised Fee Schedule for Residential Rental Licenses and Inspection Fees. A public hearing will be scheduled for the January 4th Mayor and Council meeting.

Mayor & Council Action Items

Councilmember Windsor - Councilmember Windsor had nothing at this time.

Councilmember Sewell - Councilmember Sewell reported that the Lions Club held the Virtual Tree Lighting at the Triangle on Friday, December 4th on Facebook Live and it went very well. They will also be hosting a Drive-Thru Christmas Event through Chambers Park on December 20th at 5:30 pm.

Councilmember Phillips - Councilmember Phillips questioned the status of the open positions in the Public Works Department. Town Manager DiRe stated that two interviews were held recently and hopefully a decision would be made soon on those applications.

Councilmember Morean - Councilmember Morean reported that the Federalsburg Fire Company would like to request permission to ride through Town with Santa on a fire truck on Monday, December 14th at 6 pm. This will not be a parade, just Santa on a fire truck escorted by the Fire Police. Mayor Abner requested details on the planned route so it could be posted on Facebook.

Mayor Abner - Mayor Abner thanked the Police Department for their help in delivering approximately 300 Thanksgiving dinners, and the Lions Club for preparing 60 food boxes for local families with the assistance of Food Lion. Mayor Abner also wanted to thank the Public Works Department and Lions Club for their assistance with decorating the Town and putting up Christmas decorations. She also reminded the Councilmembers to send any thoughts or suggestions regarding economic development to herself or Town Manager DiRe so they can be sent to Debbie Bowden.

Adjournment

There being no further business, Councilmember Morean made a motion seconded by Councilmember Windsor and unanimously passed by a vote of five to zero to adjourn the meeting at 6:43 pm.

Respectfully submitted,

Kristy L. Marshall

Clerk- Treasurer