



MAYOR & COUNCIL
REGULAR WORKSHOP MEETING MINUTES
September 5, 2023

****Meeting minutes are prepared in a summarized format. For full discussion and further details of the meeting you can view the streamlined video at the following link: <http://townhallstreams.com/locations/rock-hall-md>. They are also available at the Town Office****

Mayor Cook called the Regular Workshop meeting to order at 7:06 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Collyer, Councilmember Seewald, and Town Manager Resele.

Agenda

Vice Mayor Jones made a motion to approve the agenda as presented. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Minutes

Councilmember Seewald made a motion to approve the Regular Workshop Meeting minutes of July 31, 2023. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Closed Session Meeting minutes of July 31, 2023. Councilmember Seewald seconded the motion. All in favor. Motion carried.

Town Manager Report

Old Business

Town Hall Building Project

Miller Commercial Real Estate has posted a For Sale sign at the building.

Damaged Slide at Lagoon Playground

The first section is complete but there is another section that needs repairing. Waiting on quote.

Breezeline Lease Agreement

The lease agreement was approved but in a new email sent by Breezeline, if the Town wants cable at the Town Office, Sewer Plant, Civic Center the cost would be \$25,000.00. The council said no that the change to the agreement.

Councilmember Collyer made a motion to approve the Lease Agreement as is without the proposed changes listed in the email. Councilmember Seewald seconded the motion. All in favor. Motion carried.

Parking at the Blue Heron

Met with owner on August 30th to discuss the parking situation.

50-acre Development – Hook-up Fees for 100-150 Homes

The Town Manager talked to the developer, and they will set up a meeting for further discussion.

Handicap Parking on Main Street in front of Methodist Church

Waiting on the State Highway Administration.

Mosquito Control

State to resume spraying the week of August 30th.

Resident complained to the State, and they established a 300-foot radius that will not be sprayed around that property.

Mosquito Dunks are available at the Town Office.

New Business

Beach

Replaced the sand that Mother Nature took away with the last storm at a cost of \$2,000.00.

Vice Mayor Jones made a motion to authorize the cost of \$2,000.00 for beach sand. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Discussion about the Porta Pots at the beach. There were residents that spoke against where they were moved to.

Special Events

Councilmember Collyer made a motion to approve the Lions Club Circus on May 24, 2024, from 5-9 pm. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Councilmember Collyer made a motion to approve the Town special event permit for this subject to any change made by the County. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Mayor and Council Items

Old Business

Dog Park – Project Update – Fundraising Ideas

Open bank account opened and working on the PayPal fundraising page.

Still looking for Fundraising ideas.

Purchase of Property

Need to limit this list down to two properties. Need to see the long-term figures.

Auditor Discussion

Had a meeting with the only company that sent in an RFP for the position.

New Business

Bathroom at Beach

Discussion about the Porta pots at the beach. Will look into possible funding for a new restroom facility.

Information on Referendums

Trade School/Workforce Training Update

Mayor Cook met with Chesapeake College and the Skill Trades Director about having programs in Rock Hall. There will be a Captains Course in Rock Hall and the Welders program will have their welder's trailer in rock Hall and offer welding programs. They are also thinking about having three Marine trade courses here in Rock Hall.

The Town Manager will be looking into possible space at the Clam House for classrooms.

Vacant Lot on Main Street – Hotel Project

Need to look into Zoning.

Procurement Policy Update

Purchases for the town government may be made by the Town Manager, Clerk-Treasurer, and heads of the departments up to a maximum of \$5,000 with an appropriately approved purchase order. Extraordinary purchases exceeding this maximum must be approved by the Mayor and Council before obligating the town to such purchases. The Mayor and Council may provide by ordinance or resolution for rules and regulations regarding the use of competitive bidding and contracts for all town purchases and contracts. All expenditures for supplies, materials, equipment, construction of public improvements or contractual service involving more than \$25,000 shall be made on written contract. The Clerk-Treasurer shall be required to advertise for sealed bids, in such manner as may be prescribed by ordinance, for all such written contracts. Such written contracts shall be awarded to

the bidder who offers the lowest or best bid, quality of goods or work, time of delivery or completion, and responsibility of bidders being considered. All such written contracts shall be approved by the Council before becoming effective. The Mayor and Council shall have the right to reject any and all bids. All written contracts shall be protected by such bonds, penalties and conditions as the town may require.

Economic Development Committee Scope

The Economic Development Committee will be established to: Advise the Mayor and Council (M&C) on aspects of the Town's economic development. Participate in the development and implementation of specific economic development plans and strategies as approved and directed by Mayor and Council. Improve the economic well-being of the Town of Rock Hall through efforts that create jobs, retain jobs, increase the tax base, and enhance the quality of life. This includes efforts to revitalize, retain, and recruit high quality businesses; and to revive, develop, and support existing and new business. Provide a forum for exchanging ideas and information, and for addressing the business and economic needs of the community; and to actively pursue input from the business community to promote retention and expansion of existing businesses. Expand and diversify the economic base of the Town. Make recommendations and find sound solutions for the Council on business and economic development issues. The Committee will neither replace the Town's stakeholder process, nor serve any role assigned to any other Board of the Town of Rock Hall. Provide expertise and support on marketing strategies in relation to business and economic development. Coordinate with any federal, state, regional, or local agency, board, committee, or commission, or non-profit including but not limited to the Maryland Department of Business and Economic Development, the Maryland Department of Housing and Community Development, Kent County, The Greater Rock Hall Business Association, and Main Street Rock Hall. Explore secondary economic development issues such as workforce development and workforce housing. Undertake such assignments and programs as the Town Council may direct and initiate their own assignments as the members deem necessary and consistent with this resolution.

Coastal Resiliency Committee Scope

The Coastal Resiliency Committee will be established for Providing input as to Plan modifications/updates/finalization. Recommending priority of Coastal Resilience projects, including review of costs and funding sources/grant opportunities, professional services requirements, next steps, action steps, additional resource needs including partnership opportunities. Assisting with identifying overlap; opportunities for coordination with other jurisdictions on

stormwater management, flooding, erosion, and other coastal resiliency projects and incentives. Assisting with obtaining community feedback on needed projects and problem areas within the Town. Regularly reviewing information related to changes in weather, flooding, wave action, and erosion concerns as identified as existing or potential problem areas. Review the activities of other coastal communities as related to coastal resilience planning and projects. Provide regular updates to the Town. Other related tasks as may be requested by the Mayor and Council (M&C). Undertake such assignments and programs as the Town Council may direct and initiate their own assignments as the members deem necessary and consistent with this scope.

Increasing Engagement and Volunteerism – Ideas

Discussion about how to get Volunteers. Decided to have a table at Fall Fest.

For the Good of the Town

Nothing to report.

Closed Session

Councilmember Seewald made a motion to recess into closed session at 8:41 p.m. under General Provisions Art. 3-305(b)(1) “to discuss the appointment, employment, assignment, promotion, discipline, compensation, removal, resignation, or performance evaluation of appointees, employee, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

In attendance were Mayor Cook, Vice Mayor Jones, Councilmember Edwards, Councilmember Collyer, Councilmember Seewald, and Town Manager Resele.

Purpose

Discuss Board Appointments.

Closed Session Discussion:

Board Appointments for the Communications Board

Actions taken in Closed Session:

No actions were taken.

Returned to Regular Workshop Meeting at 9:17 pm.

Board Appointment Nominations and Vote

Board Nominations

Councilmember Collyer made a motion to appoint Gren Whitman and Carol Britten to the Communications Board. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

Next Meeting Dates

Regular Mayor & Council Business Meeting – Thursday, September 14, 2023.

Next Regular Workshop Meeting – Monday, October 2, 2023.

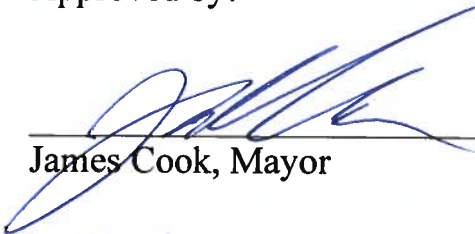
Adjournment

A motion to adjourn the Regular Workshop Meeting at 9:19 pm. was made by Councilmember Edwards. Councilmember Seewald seconded the motion. All in favor. The motion carried.

Respectfully Submitted:


Cheryl M. Butler

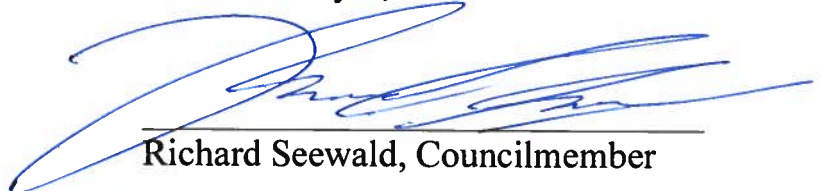
Approved by:


James Cook, Mayor


Carolyn Jones, Vice Mayor


Timmy Edwards, Councilmember


Eleanor Collyer, Councilmember


Richard Seewald, Councilmember