

**Mayor and Council of Federalsburg
Regular Monthly Meeting
June 1, 2020 @ 6:00 pm**

The Mayor & Council of Federalsburg held their regular monthly meeting on Monday, June 1, 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, due to the nationwide coronavirus. The Mayor and Council, Lyndsey Ryan, Town Attorney and town staff attended in person.

Call to Order

Mayor Abner called the regular monthly meeting to order at 6:02 pm and welcomed all guests present for the video/call meeting.

Approval of Minutes

Councilmember Morean made a motion seconded by Councilmember Windsor and unanimously approved by a vote of five to zero to approve the minutes as corrected.

Public Hearing - Ordinance No. 2020-01

Mayor Abner introduced Ordinance No. 2020-01 which permits the Mayor and Council to sell Lot 2 in the Industrial Park and authorizes the Mayor to execute all documents necessary to convey title to the property. The Mayor and Council agreed to table discussion on this Ordinance based on an easement and right-of-way issue with the property. Lyndsey Ryan, Town Attorney suggested that the hearing be postponed until May 18th, 2020, in order to resolve issues regarding an easement and right-of-way with Delmarva Power and Choptank Electric on the property that must be resolved prior to the sale.

Ordinance 2020-03

Mayor Abner read Ordinance No. 2020-03, which is an ordinance of the Town of Federalsburg to regulate the parking of trailers and oversized vehicles on streets within the Town of Federalsburg. After review and discussion, it was agreed to correct the ordinance to include that vehicles and/or trailers may not remain parked on any street for a period of twenty-four hours or more. Councilmember Windsor made a motion seconded by Councilmember Morean and unanimously passed by a vote of five to zero, introducing Ordinance No. 2020-03 regulating the parking of trailers and oversized vehicles on streets within the Town of Federalsburg as corrected.

Ordinance 2020-04

Mayor Abner read Ordinance No. 2020-04, which is an ordinance of the Town of Federalsburg prohibiting parking at all times on certain town streets to preserve the peace and order, secure persons and property from damage and destruction, and to protect the health, comfort and convenience of the citizens of the Town. Councilmember Morean made a motion seconded by Councilmember Sewell and unanimously passed by a vote of five to zero, to introduce Ordinance No. 2020-04 and send to the Planning and Zoning Commission for their review and recommendation.

Town Engineer Updates

Solar Panel Project - The COVID pandemic has slowed down the processes of this project. Once a signed award letter is received, the contractor will provide the performance and payment bonds to Mrs. Lyndsey Ryan. At that time, a pre-construction meeting can be scheduled. Mrs. Ryan and Bob Rauch will setup the Construction Management, which will include site clearing and ensure the property is inspected well and cleared properly. The Town should have a good project inspector to oversee these operations. The installation period will also require close observation, probably about two months of inspection for about 40 hrs per week. At the pre-construction meeting the contractor's schedule and schedule of payments will be reviewed.

Councilmember Morean asked about grading materials. Bob Rauch advised that the site may only need subgrade at access road and the area where the panels are placed, won't need additional fill because we want to establish ground cover. Mayor Abner asked what type of ground cover, and Mr. Rauch stated something ideally clover or some type of grass requiring minimal maintenance.

Old Denton Rd - Bob Rauch stated that the Old Denton PER has been submitted and we should have design documents ready for MDE to review, then we can put the project out to bid. Mr. Rauch hopes to have an update by next time the Mayor & Council meet.

Various Grant Projects

Bob Rauch provided some oversight on the following grant projects that were in process, prior to staff changes in the Fall:

1 - **Trail Fitness Equipment** - This is a \$7,000 grant. The plans for the project were prepared and continuation of this grant would require it being bid out. A certain level of oversight would be needed follow the project/installation. The estimated time frame of the project is 4-5 months. Mr. Rauch will check the status and update the Mayor & Council as more information becomes available.

2 - **Annual DNR grant** - This grant is for \$6,500 for the Marshyhope Debris Removal and Cleanup. The project would need to have a contractor assigned and oversight of the project would also be needed.

3 - **DNR grant** - This grant is for \$30,000 to make repairs at the south end of marina/trail. Mr. Rauch stated that this project would need additional documentation and follow-up. Mr. Rauch stated that his firm could certainly provide engineering services, or the Town - can reduce costs by using staff for inspection

4 - **Maryland Historical Trust Grant** - This grant is for \$16,000 for repairs to log cabin at Chambers Park. It would require matching grant funds, which were previously included in the budget. These funds could be matched with inspection services and grant management, or by staff inspection.

5 - **Restaurant Grant** - Housing and Community Development - This grant is for \$100,000 for repairs to the Town's restaurant property.

6 - **Chambers Lake Dam Repairs** - This grant is for \$6,000 for Comprehensive Flood Management and small repairs to the dam. It would require 25% match or \$2,000 and could be overseen with town staff.

There was discussion about administrative costs and Mr. Rauch stated that most projects would only need some level of inspection - either from staff or his firm. Mr. Rauch stated that he can provide numbers to the Town for his firm to handle the grant projects, but he believed that Town staff could handle them in house. He also stated that he would have to verify but most have been generous with extending deadline dates because of the pandemic.

Mayor & Council Action Items

Councilmember Windsor - Councilmember Windsor questioned if there was any new info or updates regarding the splash pad. Mayor Abner stated that legislation is being worked on to change the designation of the splash pad from that similar to a swimming pool. Mayor Abner also stated that she has been talking with Delegate Johnny Mautz regarding our issues with testing, but there are no updates at this time.

Councilmember Sewell - Nothing at this time.

Councilmember Morean - Councilmember Morean would like to commend PW on a great job Friday night on the corner of Morris and Vernon Avenue when a truck ran over a fire hydrant. The neighborhood was flooded for a short time. The Police were onsite, but they were not able to apprehend the suspects.

Councilmember Phillips - Councilmember Phillips extended congratulations to all seniors graduating this week.

Councilmember Phillips questioned if there was an ordinance regulating residential units on the first floor in the downtown business district. He also expressed concerns of particular areas that Code Enforcement needs to concentrate on and be more aggressive. It was agreed that the Code Enforcement Officer's remote work should end, and he report back to the office on Monday.

Mayor Abner - Mayor Abner stated that the downtown flower beds and poles look great, and thanked PW for regular watering. She also questioned the possibility of getting a portable toilet at the NWF dock due some concerns in the area. There was also discussion about having that unit cleaned twice per week instead of once.

Mayor Abner also stated during recents walks in the Main Street area, she has picked up an abundance of garbage. She stated that she would like to have PW install two additional trash cans to allow people a place to put their trash instead of on the ground. Mayor Abner stated that she would like PW to dedicate someone to cleanup/sweep and pickup trash on Main Street daily, and suggested sending notice to the business owners encouraging them to help in front of their businesses.

Adjournment

There being no further business, Councilmember Morean made a motion seconded by Councilmember Phillips and unanimously passed by a vote of five to zero to adjourn the meeting at 6:45 pm.

Respectfully submitted,

Kristy L. Marshall
Clerk-Treasurer