

Town of Chesapeake City

Town Council Meeting Minutes

Monday, December 11, 2023

Present: Mayor Rich Taylor, Frank Vari, Lee Adams, Hunter Dann, Tonya Lockwood (staff), Brian Hunsberger (staff), Rob Bernstine (staff), Tom Yeager (attorney)

Absent: Ed O'Hara, Sarah Ford-Ferrara

Mayor Rich Taylor called the meeting to order at 6:30 pm, followed by the Pledge of Allegiance to the Flag of the United States of America.

Approval of Minutes:

November 11, 2023, Meeting

Motion: Frank Vari made a motion, seconded by Lee Adams to approve the minutes from the November 11, 2023, Meeting. All in favor, motion carried.

Council Reports:

Lee Adams

Water and Sewer- The WWTP is nearing completion, there are still a few punch list items that are being worked on, but it is slowly moving ahead. We had an incident on the North Side last night, due to the excessive rain. The Bank St. Pump Station was not down, and there was an outlet at Schaefers Canal House on the first floor of the restaurant building. The Town offered to help with the clean-up. Lee read the WWTP flows from the County Report (distributed). Rob met with MDE and there is a new report that they will be requiring which collects data on each water line running off of our main line. It is a lengthy process and will be ongoing.

Planning Commission- The Planning Commission met on Wednesday, December 6, 2023, they reviewed 1 application for a new vertical duplex. The project was tabled until the January Meeting due to the Commission wanting a better Plot Plan and exact measurements for a Variance Application submitted to the Board of Appeals. The project will need to seek Variances for Side and Front Yard Setbacks and possibly Lot Coverage. The new member Amber Durand was welcomed to the group. The Zoning Administrator, Rob Bernstine, approved 0 applications this month. The Comp. Plan Committee met on November 15 and is nearing a rough draft.

Hunter Dann

Public Safety- The Public Safety Committee met on Tuesday, December 5, 2023, and they discussed several of the topics that have been brought to them, such as the George Street Parking Project, speeding on Biddle and George Streets, and Radar Machines / Cameras. They also talked about "pay to park" and town signage. They would like to add signs directing visitors to the public parking areas. Karyn Huddleston and Anna England joined the group. Sr. Trooper Proctor was here and informed us that they while they have scaled back, they are still doing shifts in Town, and they also cover our winter events. Everything has been business as usual for the winter and there is nothing major to report.

Sarah Ford-Ferrara

Historic District Commission- The Historic District Commission did not meet in November, due to lack of business.

Docks- Permits have been submitted to MDE for the basin dredging scheduled for this winter. DNR has approved the increased funding from \$44,360 to \$64,500 for the Becks Landing Re-decking.

Ed O'Hara

Economic Development and Tourism- The Christmas Market and Parade of Horses was a fantastic success again this year! Along with the Candlelight Tour and the fun-run of lighted boats. A huge thank you to Greg Shelton and his team for all their work on the event! Another huge thank you goes to Johnny Towers and the Bohemia River Boaters, who had a fantastic turn out for the original Lighted Boat Parade on Dec. 2. We are looking forward to the New Year's Day 5k on Jan. 1, participating in Winter Lights, Cecil Nights in January/February/March, and the Chesapeake City Chamber's Winter Gala on January 20, benefiting the Chesapeake City and Cecilton Libraries, and the Sip and Stroll.

Frank Vari

Public Works- The George Street Overlook is complete. The fall paving and patching has been completed. Information was submitted to SHA for the Parking Project on George Street. Dec 19 will be the last Yard Waste Pick-up. They will only pick-up Christmas Trees in January.

Parks and Rec- Parks and Rec meet on November 16. They continue to work on decorating the flowerbeds and planter boxes in Town. They have switched the decorations over from fall to winter. They will meet again in February. Winterfest of Lights looks great! There are approximately 49 sponsors and 39 participants thus far for the New Years Day 5k.

Rob Bernstine, Town Manager

The Town Manager's Report was distributed to Council.

Brian Hunsberger, Treasurer

The Monthly Financial Reports were distributed and the account balances as of today were read. Brian also distributed and discussed the ARPA Funds Report. The Fire Company has sent the invoices for the \$25,000.00 donation and Brian will be sending over the check this week.

Mayor Rich Taylor

Received great responses on Saturday from the Christmas Market and Horse Parade. Thank you to Jeff for cleaning the streets in advance of the event.

Action Items:

Boy Scout Project – Installing Bike Repair Station on the Ben Cardin Trail

Rowan Keim stopped by to get paperwork signed by the Mayor and Council for his project, which he presented a few months ago.

Motion: Frank Vari made a motion, seconded by Hunter Dann to approve the Mayor signing for the Town as the beneficiary of the Scout Project. All in favor, motion carried.

Street Trees

An estimate was obtained from Sun Lawn, Tree, and Shrub was submitted for the planting of 6 varied street trees in the amount of \$3,250.00. The trees will be planted in locations throughout the town.

Motion: Frank Vari made a motion, seconded by Lee Adams to approve the payment of \$3,250.00 to Sun Lawn, Tree, and Shrub for the planting of 6 street trees. All in favor, motion carried.

Speed Limit Signs

The cost for a completely new solar powered sign is \$3,431.99 per sign.

Motion: Hunter Dann made a motion, seconded by Lee Adams to approve the purchase of 1 solar powered sign. All in favor, motion carried.

Employee Handbook - 2024

The updated policy from LGIT was distributed at the November Meeting, and staff and Council have reviewed it. Minor changes were made to the document. Tom suggested we remove the word illicit on page 17 and add the word drugs in the same paragraph, last sentence.

Motion: Lee Adams made a motion, seconded by Frank Vari to approve the Employee Handbook – 2024, as amended. All in favor, motion carried.

Discussion Items:

Public Comment:

None at this time.

Council Comments:

Frank- Would like to thank Mayor, Council, Staff, Commissions, and Committees for all their hard work this year.

Everyone – Merry Christmas and Happy Holidays to all!

Adjourn:

Motion: Frank Vari made a motion, seconded by Hunter Dann to adjourn the meeting at 7:29 pm. All in favor, motion carried.

**An audio recording of this meeting is available upon request.*

Respectfully Submitted,