

# Town of Chesapeake City

## Town Council Meeting Minutes

*Monday, July 8, 2024*

Present: Mayor Rich Taylor, Sarah Ford-Ferrara, Frank Vari, Lee Adams, Ed O'Hara, Hunter Dann, Tonya Lockwood (staff), Brian Hunsberger (staff), Rob Bernstine (staff), Tom Yeager (attorney)

Absent:

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.

Swearing in Ceremony

Mayor, Rich Taylor swore in newly Lee Adams and Sarah Ford-Ferrara.

Approval of Minutes:

*June 10, 2024, Meeting*

**Motion:** Lee Adams made a motion, seconded by Sarah Ford-Ferrara to approve the minutes from the June 10, 2024, Meeting. All in favor, motion carried.

*June 24, 2024, Workshop*

**Motion:** Frank Vari made a motion, seconded by Lee Adams to accept the minutes from the June 24, 2024, Workshop. All in favor, motion carried.

Public Hearing:

**Motion:** Frank Vari made a motion, seconded by Sarah Ford-Ferrara to open the Public Hearing. All in favor, motion carried.

*Charter Amendment Resolution 2024-003 – Amending the Town Charter to provide for the cancellation of an election for any seats which are uncontested.*

Rich Taylor read the Charter Amendment Resolution summary and a public hearing was held for Charter Amendment Resolution 2024-003 – Amending the Town Charter to provide for the cancellation of an election for any seats which are uncontested, to obtain input from the public. Notice for the Public Hearing was given at Town Hall, on the Website, and on Facebook on June 11, 2024.

Mayor/Council Comments:

None at this time.

Public Comments:

None at this time.

**Motion:** Frank Vari made a motion, seconded by Lee Adams to close the Public Hearing. Click here to enter text. in favor, motion carried.

### Council Reports:

Lee Adams

Water and Sewer- The WWTP is getting closer to completion, there are a few punch list items that are being worked on. Lee read the WWTP flows for last month from the County Report (distributed).

Planning Commission- The Planning Commission met on Wednesday, July 3, 2024, they reviewed and approved 1 application at 306 Bohemia Ave to add/restore the Front Porch. Woodvalley Community Strategies gave a presentation on the updating of the Comprehensive Plan. The Zoning Administrator, Rob Bernstine, approved 3 applications this month.

Hunter Dann

Public Safety- The Public Safety Committee will meet on Tuesday, July 16, 2024, they will continue to discuss the State Police Contract among other hot ticket items. The State Police will assist us with giving out tickets to illegally parked vehicles. We will continue working on the camera project with Town Staff. Hunter read the police report from Sr. Trooper Proctor.

Sarah Ford-Ferrara

Historic District Commission- The Historic District Commission met on Tuesday, June 25, 2024, they reviewed and approved 4 applications, including the addition of a front porch, window replacements, adding porch railings, and the replacement of a brick patio with a stamped concrete pad.

Docks- We are still working on getting the last dock fixed from the damage that happened during dredging.

Ed O'Hara

Economic Development and Tourism- Thanks to the Chamber and all businesses that contributed to the Fireworks! Things seemed to go smoothly, especially the mass exit at the end. Thanks also to the State Police for all of their help!

Frank Vari

Public Works- N. St. Augustine was finally paved and both drains were fixed. He will meet with Ken Fender tomorrow about paving George Street. Our numbers are looking great for recycling this year and it is likely we will receive the Recycle Award again.

Parks and Rec- Minutes from the Parks and Rec Meeting were distributed. The next meeting will be held in September, as they are taking the summer off. The Town Resident Boat Cruises have been posted. The team is continuing the beautification of all flowerpots/beds. As for the CCES playground equipment, we need to decide if we want to pay to move the old equipment or apply for a grant for new equipment, as the moving costs for the old equipment could be substantial.

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.

Mayor Rich Taylor

Rich needs to schedule a visit with John Carroll, the Mayor of Galena, as he has a goal to visit each Town and we are still on the list. DJ is changing the name of his boat cruise business name to Chesapeake Water Tours as he now has boats in North East, Kent Narrows, and here. We are hoping the new boat in Kent Narrows will bring us some new visitors.

Action Items:

*Proposed Franchise Agreement - Comcast*

Chris Mulhall, a Sr. Manager in Government Affairs, from Comcast was here to discuss the proposed franchise agreement. Tom had a few comments for revisions to the agreement. Strike the statement from Section 1.10 Gross Revenue stating that gross revenue does not include revenue from advertising, home shopping, late fees ect., Add an exception for MPIA in Section 7.5.3, Add an emergency phone number for Town Hall, and in Section 7.1 lower the franchise fee to 3% to stay consistent with Breezeline. He recommends we hold off on approving the agreement until these amendments to the agreement are made. The current plan is that the north side will feed from Elkton and the south side will feed from Middletown. Chris expects his construction team to be done this calendar year.

**No Motion Made:** Agreement will be negotiated and brought back before Council in August.

*Camera Project – Phase 1*

This project was awarded \$5,000.00 in VLT grant funding to help off-set the approximately \$12,000.00 cost for the project.

**Motion:** Ed O'Hara made a motion, seconded by Hunter Dann to approve Phase 1 of the Camera Project at \$11,886.20. All in favor, motion carried.

*Town Hall Front Door Replacement*

We had one additional estimate, but they only do the composite style doors, they do not do a full wood door. Lee would like to see more detail in the estimate.

**Motion:** Ed O'Hara made a motion, seconded by Sarah Ford-Ferrara to approve the replacement of the Town Hall Front Door at \$7,500.00 from Advanced Windows and Siding, pending approval from the Historic Commission and the additional detail in the contract agreement. All in favor, motion carried.

Discussion Items:

*Introduction - Ordinance 2024-002 To revise the residential parking regulations within the Historic District including the number and location of spaces, permit requirements, the fees for permits, and the fines for violation.*

We did not introduce Ordinance 2024-002 To revise the residential parking regulations within the Historic District including the number and location of spaces, permit requirements, the fees for permits, and the fines for violation. Tonya will make the recommended changes to the Ordinance requested by Tom and we will introduce at the July Workshop.

*Councilperson Assignments*

With Council remaining the same, they will keep the same Councilperson Assignments as last year.

Public Comment: None at this time.

Council Comments:

Tom – Thank you for the opportunity to go to MML, he attended many workshops and gained important knowledge regarding Open Meetings.

Rob – needs a personnel meeting following the meeting.

Adjourn:

**Motion:** Lee Adams made a motion, seconded by Sarah Ford-Ferrara to adjourn the meeting at 8:24 pm. All in favor, motion carried.

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

Respectfully Submitted,

Tonya Lockwood

Richard L. Taylor, III, Mayor