

The City Council met in regular session on Monday, August 28, 2017 in Council Chambers. A quorum being present, Mayor Victoria Jackson-Stanley called the meeting to order. Those Commissioners in attendance were Commissioners Rideout, Sydnor, and Cannon. Commissioners Foster and Hanson were absent. Mayor Victoria Jackson-Stanley asked for a moment of silence and led in the Pledge of Allegiance.

Closed Session

A. SUBJECT: Closed session

Recommendation: That Council consider a motion to go into closed session pursuant to State Government Article Section 3-305(b)(8): To consult with staff, consultants, or other individuals about pending or potential litigation. consultation with legal counsel with the reason for closing the session being that public discussion could negatively affect the City's ability to defend itself or settle any claims.

B. SUBJECT: Closed Session

Recommendation: That Council consider a motion to go into closed session pursuant State Government Article Section 3-305(b)(1) and (14): To discuss the appointment of the City Attorney by contract.

C. SUBJECT: Return to open session

Recommendation: That Council end the closed session and return to open session at 6:00 pm.

6:00 pm Mayor to Reconvene Council in Regular Session

Report on closed sessions

Sandra Tripp-Jones reported that in the first closed session (potential litigation), Mayor Jackson-Stanley, Commissioner Rideout, Commissioner Sydnor, Commissioner Cannon, Chip MacLeod (City Attorney), Oden Wheeler, Sandra Tripp-Jones, and Lt. Justin Todd were present. This session ended at 5:47 p.m. There are no reportable actions.

Sandra Tripp-Jones reported that in the second closed session, Mayor Jackson-Stanley, Commissioner Rideout, Commissioner Sydnor, Commissioner Cannon, Chip MacLeod (City Attorney) and Sandra Tripp-Jones were present. A motion was made by Commissioner Rideout and seconded by Commissioner Sydnor to approve a contract with MacLeod Law Group for \$10,000 per month in retainer through December 2018. The motion passed 3:0. This session ended at 5:48 p.m.

Agenda

1. Council to approve or amend agenda as presented

Sandra Tripp-Jones asked that Item 16 be removed from the agenda. Mayor Victoria Jackson-Stanley asked that Items 20 and 21 be deferred to the next meeting.

A motion by Commissioner Cannon to approve the amended agenda was seconded by Commissioner Rideout and approved 3:0.

Public Comment

None

Requests from the Public

None

Consent Calendar

2. SUBJECT: Meeting Minutes from Council Meetings on August 14, 2017
Recommendation: That Council approve as submitted.
3. SUBJECT: Request from the Dorchester Chapter Maryland Saltwater Sport Fishing Association for permission to hold a Kids Fishing Derby at Long Wharf Park on Saturday, August 4, 2018 from 7:30 am to 1:00 pm
Recommendation: Approve the requests subject to submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event.
4. SUBJECT: Request from the Dorchester Skipjack Committee for permission to hold the Choptank Heritage Skipjack Race and Festival on Saturday, September 23, 2017 from 7:00 am to 1:00 pm at Long Wharf Park; permission to closed the Long Wharf Circle and Parking Lot to vehicular traffic from 7:00 am until 1:00 pm; permission to dock two to three boats at Long Wharf with all fees waived for the weekend; a variance from the noise ordinance from 9:00 am until noon for a sound system to announce the race; permission to fire a small cannon as a starting gun, firing a salute at 9:00 am and firing the starting gun at 10:00 am (permission to discharge firearms within the City limits)
Recommendation: Approve the requests subject to:
 - A. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event;
 - B. Submission of Health Department permits prior to event; and
 - C. Removable barricades be used to close the circle to insure fire vehicle access.
5. SUBJECT: Request from Zion Baptist Church for a variance from the noise ordinance for their Community Day on Saturday, September 9, 2017 from 12 noon until 5:30 pm at 600 Cross Street
Recommendation: That Council approve the request.
6. SUBJECT: Request from Awaken Hearts, Inc. for a variance from the noise for their Awaken Fall Christian Concert 2017 at Sailwinds Park on Saturday, October 21st from 1:00 pm until 10:00 pm and use of City trash cans

Recommendation: That Council approve the request subject to submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event.

7. SUBJECT: Request from Rock the Choptank for permission to hold their charity fishing tournament at Long Wharf on Saturday, October 28, 2017 (rain date: November 4) from 10:00 am until 10:00 pm (set-up on 10/27), use of City trash cans, permission to erect a tent, a variance from the noise ordinance, permission to serve alcohol in the park

Recommendation: Approve the requests subject to:

- A. Limiting alcohol serving to five hours;
- B. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event; and
- C. Submission of Health Department Food and Alcohol permits prior to event.

8. SUBJECT: Request from Pride of Cambridge #50, Concerned Youth Council and Men of Bethel to use the Race and Cedar Street Lot on Saturday, September 2, 2017 from 11:00 am until 5:00 pm for their annual Back to School Give Away, permission to erect a tent (pop up), and a variance from the noise ordinance

Recommendation: Approve the requests subject to:

- A. Submission of a certificate of property and liability insurance naming the City as additional insured, acceptable to the City prior to event and
- B. Submission of Health Department Food permit prior to event.

9. SUBJECT: Request from Cambridge Mainstreet for permission to hang a banner across the 400 block of Race Street for the two-week period prior to and including September 16th for the GrooveFEST and for City assistance in hanging the banner.

Recommendation: That Council approve the request.

10. SUBJECT: Request from Christ Episcopal Church to allow parking on both sides of the 200 block of High Street on Sept. 16, 2017 from 12:30 pm until 5:30 pm for their 325th Anniversary celebration.

Recommendation: That Council approve the request.

Sandra Tripp-Jones made two corrections to the meeting minutes.

A motion by Commissioner Cannon to approve the recommendations in the consent calendar with the amended meeting minutes (No. 2) was seconded by Commissioner Sydnor and approved 3:0.

Old Business

11. SUBJECT: Committee Rules and Procedures

Recommendation: That Council adopt Resolution 17-006 -- A Resolution of The Commissioners of Cambridge, Maryland, To Establish Rules of Procedure for City Committees

A motion by Commissioner Rideout that the resolution be introduced and tabled for further discussion and possible adoption at the next meeting was seconded by Commissioner Cannon and approved 3:0.

12. SUBJECT: Deferred Bid Items Related to Sailwinds Wharf Project

Recommendation: That Council:

- A. Consider the net cost of adding three deferred bid items, totaling \$385,972, and
- B. If Council wishes to proceed with the three items:
 - 1) Authorize the Mayor to execute an amendment to the agreement with Seaward Marine Corporation in the net amount of \$ 195,323 for the net cost of the three bid items after cost savings for a total contract amount of \$5,390,555;
 - 2) Approve the appropriation of \$1,800,000 from the 1880 Bank line of credit and increase the Public Works Department budget by \$1,800,000.

A motion by Commissioner Sydnor to authorize the Mayor to execute an amendment to the agreement with Seaward Marine Corporation in the net amount of \$ 195,323 for the net cost of the three bid items after cost savings for a total contract amount of \$5,390,555 contingent upon Council approving the appropriation from the 1880 Bank line of credit and upon Council increasing the Public Works Department budget by \$1,800,000 was seconded by Commissioner Cannon and approved 3:0.

13. SUBJECT: Chesapeake Bay Regulatory and Accountability Program (CBRAP) grant award for Peachblossom Branch in the amount of \$70,000.00

Recommendation that Council:

- A. Accept subject grant;
- B. Authorize the Mayor to execute Memorandum of Agreement Between the Maryland Department of the Environment and the Commissioners of Cambridge Federal ID # 52-6000780 / DUNS # 078283132, and
- C. Authorize staff to prepare and publish an RFP for solicitation of a consultant to perform the work described within the grant terms.

A motion by Commissioner Rideout to accept the subject grant regarding the Chesapeake Bay Regulatory and Accountability Program and authorize the Mayor to execute the Memorandum of Agreement between the Maryland Department of the Environment and the Commissioners of Cambridge and authorize staff to prepare and publish an RFP for solicitation of a consultant to perform the work described within the grant terms was seconded by Commissioner Sydnor and approved 3:0.

New Business

14. SUBJECT: County Emergency Services – Disaster Preparedness

Recommendation that Council receive an oral presentation from County Emergency Services Director Anna Sierra.

Anna Sierra gave a brief presentation on emergency services in Dorchester County and particularly the City of Cambridge's role in emergency services disaster preparedness. The 9-1-1 center now has all law enforcement, all emergency medical services, and all fire for Dorchester County. From January 1, 2016 through January 1, 2017, they

received 85,000 calls which only accounts for about six months of dispatching for the Cambridge Police Department. They have four minimum staff in the center. There are five emergency medical units in the County—two units are located in Cambridge. Their call volume is about 50 percent Cambridge (21613 zip code)/50 percent everywhere else.

The Eastern Shore has had two tornadoes in the area recently—one north of us and one south of us. Hurricanes are happening more often. Of all the other hazards we need to be aware of in Dorchester County, flooding is number one. She is going to establish a solid mitigation program. The County has just completed their hazard mitigation plan. It is still in draft form. In addition to that, they did a flood mitigation plan. She will present the plan in full at another meeting.

Other concerns in Dorchester County are: Calvert Cliffs Nuclear Plant, structural issues, buildings that are over 100 years old, snow, the possibility for an epidemic, and long-term things like sea-level rise.

She had a lot of requests for opioid information. The Governor declared a state of emergency which placed the governor-appointed emergency manager in charge of this in each county. While she can coordinate an effort, she is not a subject matter expert in overdose or substance abuse. They are trying to pull the right people together to attack this in our county. She gave the law-enforcement gathered data. There was one fatality from fentanyl and one fatality from heroin. There were five other deaths which were a mix of opioid related causes. While our overall numbers are relatively low, our fatal numbers are significant—20 percent. The County was given a \$74,000 grant to fund a joint project with Caroline and Kent Counties. An expert will look at all the various data sources and tell us what it means for the County and moving forward, how to evaluate the programs we intend to put in place.

Long-term recovery plans are being developed to help the County be prepared for disaster recovery.

15. SUBJECT: FY 2017 Year End Financial Report
Recommendation that Council receive the report.

Ginger Heatwole presented the year-end report of the City's General fund and three enterprise funds (MUC, Sewer, and Marina) as of June 30, 2017. Some of the highlights are: income taxes increased and building and equipment permits have increased from above our budget due to developmental growth. There was little growth within our room tax and personalty tax. Overall, we are on target with our revenue. In looking at debt services, we have a decrease from the prior year of about \$100,000. This is due to two key factors: we refinanced our public safety building and our marina and with the new City Manager, we have a pay-as-you-go philosophy so that is decreased by \$100,000. We will continue to see these savings in FY18. Overall, our expenses are slightly below budget. We are projecting about \$350,000 in revenue over expenses. It is not a final number. This will be discussed at a work session in September.

Boat slips and transient fees are down compared to last year. Every year we transfer money from the General Fund to cover the Marina Fund expenses that are not covered by revenue. We are looking at about \$250,000 this year which equates to about the debt on the Marina.

Sewer revenue is down about five percent. The last couple of years we have received a Maryland Department of Environment operating grant which we did not receive in FY17. However, we will be receiving it in FY18. We had a couple of key expenses this year including the Woods Road leak in November and work in the Oak Hill neighborhood.

Water sales are up about five percent. They will see a slight increase on encumbrance budget as well.

16. ~~SUBJECT: Agreement with MacLeod Law Group, LLC for City Attorney Services
Recommendation: That Council authorize the Mayor to execute a letter of engagement with MacLeod Law Group, LLC for City Attorney Services for the period Sept. 1, 2017 through Dec. 31, 2019 with retainer fee of \$ 10,000 per month. [Agenda Report and recommended agreement to be distributed following closed session.]~~

Meeting Notes

17. City/County Coordinating Committee Meeting: August 7, 2017

No action was taken.

18. Finance Committee Meeting: August 24, 2017

No action was taken.

Notices

19. City Council work session scheduled for September 15, 2017 (11:30 am to 1:30 pm) to review unmet needs and potential funding.

The meeting will be held at the Public Safety Building.

Mayor and Council

20. ~~SUBJECT: Appointments to Board of Appeals
Recommendation from Mayor Jackson Stanley: That Council:
A. Reappoint the following to the Board of Appeals:
• Ted Brooks—term dates effective August 1, 2017 to April 30, 2020
• Dormaim Green—term dates effective August 1, 2017 to April 30, 2020
B. Appoint current alternate Robin Sample to replace Gloria Cornish (resigned) as a full member effective August 1, 2017 until her term ends April 30, 2018~~

- ~~C. Appoint one person to regular membership on the Board of Appeals (term ending April 30, 2020) and one alternate (term ending April 30, 2020) from the following three applicants:~~
- ~~• William Bishop~~
 - ~~• Theresa Connor~~
 - ~~• Gaver Nichols~~

21. ~~SUBJECT: Appointments to the Housing Board of Review~~

~~Recommendation from Mayor Jackson-Stanley: That Council:~~

- ~~A. Reappoint Carlton E. Stanley for another three-year term effective 9/1/2017.~~
~~B. Appoint William Bishop for a three-year term effective 9/1/2017.~~
~~C. Appoint Kisha Petticolas, Esq. for a three-year term effective 9/1/2017.~~

A motion by Commissioner Sydnor to adjourn the meeting was seconded and approved 3:0.

With no further business, Mayor Victoria Jackson-Stanley adjourned the meeting at 7:31 p.m. I hereby certify that the foregoing is a true and accurate account of the Council meeting Monday, August 28, 2017, insofar as I personally am aware.

Victoria Jackson-Stanley
Mayor