

The Commissioners of St. Michaels

**Regular Working Session and
Regular Legislative Session**

July 12, 2017

Present

Commissioners Jaime Windon, Roy Myers, Michael Bibb, William Boos, and Joyce Harrod, Town Manager Jean Weisman, Zoning Officer Sarah Abel, Administrative Clerk Suzanna Warnick, and 22 members of the public.

4:30 p.m. - Call To Order – Closed Executive Session

President Boos convened a meeting of the Commissioners of St. Michaels at 4:30 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland, and called for a motion to move into Closed Session, pursuant to Maryland Code, State Government Art., Section 10-508 (a) (3) to consider the acquisition of real property for a public purpose and matters directly related thereto. Commissioner Harrod made the motion, which was seconded by Commissioner Myers, and which then passed on a roll call vote of 5-0 in favor.

6:00 p.m. – Regular work and Legislative Session

President Boos convened the Regular Working and Legislative Session of the Commissioners of St. Michaels at 6:00 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland, and the Pledge of Allegiance was recited.

Swearing In – Toby J. Hafer, Police Officer

President Boos said he was pleased to be able to swear in a new police officer, and introduced Officer Toby J. Hafer, following the Swearing In ceremony. Police Chief Smith made congratulatory remarks.

Public Announcements

Mrs. Weisman noted the Commissioners' prior closed session at 4:30 p.m. and announced that the Commissioners had successfully concluded the purchase of the property at 800 S. Talbot Street. Mrs. Weisman also noted the Town's auditors – Lank, Johnston & Tull, were at the Town office last week to conduct the annual audit of the Town's water department. And finally Mrs. Weisman noted that on July 7th, the Commissioners and Zoning Officer Sarah Abel attended the celebration of the partnership between the Chesapeake Bay Maritime Museum and Historic St. Mary's City to build a new Maryland Dove Tall Ship. Commissioner Harrod noted the upcoming planning meeting for improvements to the St. Michaels library building on Tuesday, July 18th at the Library on Fremont Street. Commissioner Myers thanked Commissioners Bibb and Jeff Richardson, Director of Public Works, for recent safety upgrades at the Police Department to help protect the property, Chief Smith and the Town's police officers.

Presentation – YMCA and Upper Shore Aging

President Boos introduced Childene Brooks, Manager of the Talbot County Senior Center, and Robbie Gill and Tracy Cohee of the YMCA, who each provided an update on the collaborative YMCA/Senior Center facility to be located on the school grounds in St. Michaels. Mr. Gill also thanked the Commissioners for their continuing support of the project. Mr. Gill also noted that the project was expected to break ground in late August with a one-year timeframe for completion. Commissioner Myers said that the Commissioners fully supported the project and had applied for a grant to help with repositioning the school's tennis courts to further accommodate the facility.

Consent Agenda

President Boos announced that a vote to approve the items on the consent agenda would include approval of the minutes and departmental reports for the month of June 2017, and disbursements, which included payments to Bridges Site and Utilities Inc. of \$79,589.00 for the Radcliff and Douglas Lane improvements, and \$36,277.77 for the Talbot Street curb and sidewalk rehabilitation. President Boos said the vote would also provide approval for a sign permit for St. Michaels High School for their participation in Project Purple in the Fall, an event permit for Tri-Cycle and Run for four free 5K runs, an event permit for the St. Michaels Running Festival, and an event permit for the Oral Cancer Foundation for a Nature Trail Walk. President Boos also announced that the consent agenda vote would include approval to reappoint Jeff Richardson as the St. Michaels representative on the Talbot County Parks and Recreation Advisory Board, and approval to reappoint Sarah Abel as Codes Enforcement Officer/Zoning Inspector for another annual term. As there were no requests to remove any items from the agenda for discussion, President Boos called for a motion to approve the consent agenda as presented. Commissioner Bibb made the motion, which was seconded by Commissioner Myers, and which then passed on a roll call vote of 5-0 in favor.

Boards and Commissions

President Boos said there was a vacancy on the St. Michaels Planning Commission with the departure of Dorie McGuinness, and that Jefferson C. Knapp, a town resident, had submitted a letter of interest for membership on the board. Mrs. Weisman said there were no additional applications, and as there were no additional discussion, President Boos called for a motion to accept Mr. Knapp's application to serve for a term expiring December 31, 2018. Commissioner Harrod made the motion, which was seconded by Commissioner Bibb, and which passed on a roll call vote of 5-0 in favor.

Resolution for Discussion and Possible Vote

- Resolution 2017-04: A Resolution to Amend the Rules for the Conduct for Meetings of the Commissioners of St. Michaels.

President Boos asked if there were any questions or feedback on the rules as outlined in the draft resolution. After a brief discussion and some questions from the Commissioners, the Commissioners agreed to add back a previously deleted section on criteria for working sessions, as suggested by President Boos. Commissioner Bibb made the motion. Commissioner Myers seconded it, and the motion passed on a roll call vote of 5-0 in favor. The Commissioners then voted on the amended Resolution 2017-04. Commissioner Boos made the motion, which was seconded by Commissioner Bibb, and which passed on a roll call vote of 5-0 in favor.

Items for Discussion

- Annexation of Brooks Lane Road

Town Manger Jean Weisman provided an overview of the proposed project and noted that for tonight's discussion, the Commissioners were being asked whether they would consider annexing the road and a portion of the property that would clean up the Town boundary. Mrs. Weisman acknowledged members of the County government – Andy Hollis, Ray Clarke, and Councilmen Cory Pack and Charles Callahan – who were present to provide information and a county perspective. Mr. Hollis said that the county is behind the project but asked that the Town work with the county on construction of an improved sub-grade or the most cost efficient approach to the road widening. After some further explanation and discussion, Commissioner Myers said that he would agree for the Town to take the Brooks Lane Road into the Town, providing that the road was widened to twenty feet and the Town's engineers agreed with the County's specifications for the improvements. The other Commissioners agreed. Councilman Pack said the County would provide specifications on the road rehabilitation by the August 23, 2017 deadline for input from the adjacent property owners.

- Discussion of Charter changes pertinent to Repair and Replace Reserve Fund

The Commissioners discussed changes to the fund wording, but agreed with the Town attorney that the fund should be a fluid fund and its description should be sufficiently generic to facilitate alteration by resolution in order to accommodate the changing financial requirements of the Town. The Commissioners then directed staff to put the draft wording in charter resolution form for a public hearing and introduction, and to draft a Resolution to Adopt. Mrs. Weisman noted that the Resolution to Adopt did not require a public hearing.

Comments from the Public

Ann Hymes of Grace Street presented her list of suggestions for improvements to the Town. Mrs. Weisman responded to questions from Mike Estrella of E. Chew Avenue regarding the Brooks Lane annexation.

Comments from the Commissioners

President Boos asked for an update on the three ad hoc committees working on the town office/police station project, the Zoning Code update project, and the sidewalks project. Mrs. Weisman said the Commissioners had final comments from the town office/police station committee in their packets, that the Zoning committee had met twice and had prepared a draft RFP, and the sidewalk committee had not met. President Boos said he thought the sidewalk committee was important. Commissioner Myers said he would volunteer to chair the revived sidewalk committee and spearhead the preparation of a plan, with input from Commissioner Bibb, Mrs. Weisman and Sarah Abel.

Commissioners' Calendar

The Commissioners made changes and additions to their August 2017 meeting agendas.

Adjournment

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Suzanna Warnick
Administrative Clerk

Public Handouts:
Agenda
Department Reports
Brooks Lane plat