

MINUTES

COSM

Commissioners

COSM Budget Work Session

Tuesday, March 26, 2019, 8:00 am - 2:00 pm
Edgar M Bosley Jr. Municipal Admin Building
300 Mill Street; PO Box 206
St. Michaels, MD 21663

- I.

Call to Order - Pledge of Allegiance

- President Boos called to order the special budget session of the Commissioners of St. Michaels at 8:00 a.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland. Also present were Commissioners Jaime Windon, and Michael Bibb, Town Manager Jean Weisman, Finance Clerk Kathy Eglseder, and Legislative Clerk Suzanna Warnick. Commissioners Joyce Harrod and Michael Gorman were absent.

- II.

Comments from the Public

- There were no comments from the public.
- III.

Consent Agenda

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Permits

- Permit application from Iron Will Woodworks for 3rd Annual Spring Furniture Market, on April 5th to April 7th, 8 am - 6 pm (Sat & Sun), held at The Mill (private property)
 - President Boos said approval of the Consent Agenda would include approval of a permit application for Iron Will Woodworks as noted above. There were no comments or questions from the Commissioners. President Boos called for a motion to approve the Consent Agenda as presented. Commissioner made the motion, which was seconded by Commissioner and which then passed on a roll call vote of 3-0 in favor.
- IV.

Public Working Session on the Budget

- a.

Fiscal Year 2020 Budget

- Town Manager Jean Weisman began the budget discussion with highlights from her budget memorandum, including a review of the Town's sources of taxes, other revenue, and established funds. She noted that the tax rate would remain the same at 52.4 cents and the constant yield tax rate would be 51.03 cents.

Mrs. Weisman said she had added revenue for 10 additional boatslips at San Domingo Creek, which could be completed by January 1, 2020. The Commissioners also agreed to increase the permit amount for Kayak space from \$35.00 next year (amount to be determined), and to add a conservative \$50,000 for potential revenue from speed cameras going in on S. Talbot Street.

Mrs. Weisman said this year's budget contained no capital items and no repair and replacement items, but noted that departmental reviews with Chief Smith and Jeff Richardson may require budgeting in these areas. Mrs. Weisman said Tourism has a larger budget this year, based on the accommodations revenue, which had increased.

Mrs. Weisman and the Commissioners increased or decreased budget line item amounts to anticipate needs for the coming year.

- b.

Police Department

See Leops below

- c.

General Administrative, Communications and Planning & Zoning

- Mrs. Weisman opened a discussion of the Planning and Zoning budget requirements, and said approximately \$20,000 would need to be budgeted to hire the part-time codes enforcement officer. Mrs. Weisman said the zoning re-write was over budget and would require additional funding. She suggested another \$20,000 to the budget for the coming year.

- d.

Public Works and Water Department

- Mrs. Weisman suggested beginning with a line item review and then a discussion of the repair/replacement budget. Mrs. Weisman said the recycling contract would remain the same, if and until Republic Services wants to re-negotiate.

Commissioner Boos said he would like to have brick sidewalks and granite curbs continue past the brewery and to budget for it over a number of years until it is done, perhaps doing a section of one side at a time to keep traffic moving.

Public Works Director Jeff Richardson then provided an overview of his budget needs. Among his projects were replacement of the trees on Talbot Street and the installation of protective grates, eventual replacement of all Town street lights with LED lighting, a project that would require coordination with Choptank Electric, repair of Town alleys, irrigation of the park, and replacement of benches in Back Creek Park. Commissioner Boos asked if the Town could get a general tree removal plan from Bartlett tree service, and Mr. Richardson said yes, probably at no charge. Mr. Richardson discussed water tower maintenance, curb and gutter replacement, contracting out for regular grass cutting, and the purchase of a curb paint sprayer for painting and re-painting curbing. Mr. Richardson said another project was removal of the parking poles whenever sidewalks are replaced.

- e.

Police LEOPS

- Mrs. Weisman opened the discussion of the police budget, including salaries and overtime, and noted that Chief Smith had gone through his budget to provide as streamlined a draft as possible. Chief Smith reviewed his department's need for take-home cars, body cameras, increased security for cell phones and other utilities, mandated training, and the advantages of officer participation in the LEOPS retirement system.

At the end of the discussion, the three commissioners present - Commissioners Boos, Winton and Bibb - indicated they supported budgeting for the LEOPS retirement system.

- f.

Personnel

Closed Executive Session

V.

Comments from the Commissioners

- Mrs. Weisman said she had received an email from County Engineer Ray Clarke about roads. Mrs. Weisman said the County has to come up with \$221,000 to

meet their grant with the federal government, and if St. Michaels assumes the county's loan, the Town will get mill and overlay work on Railroad, Dodson, Conner, E. Marengo, Gloria, and Perry. Mrs. Weisman said the Commissioners would need to decide whether to go forward.

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- VI.

Announcement of Future Meetings

- March 27 2019 - 8-2:00 pm COSM Budget Work
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- Mrs. Weisman said an additional meeting was needed in April to address agenda items that could not all be dealt with in the meeting on April 10th. The Commissioners agreed on Monday, April 22nd at 6:00 p.m.
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- VII.

Adjournment

- Mrs. Weisman said the budget discussion would resume at 8:00 a.m. the next morning, March 27th, and that she hoped to have all the changes and updates completed.

The meeting was adjourned at 2:12 p.m.