

MINUTES

COSM

Commissioners

Budget Workshop

Tuesday, April 14, 2020, 9:00 am - 4:00 pm

Virtual Zoom Meeting

- I.

Call to Order

- President Boos called to order a remote meeting of the Commissioners of St. Michaels at 1:00 p.m. Also present were Commissioners Michael Bibb, Joyce Harrod, Dennis Glackin, and Jaime Windon, Town Manager Jean Weisman and Legislative Clerk Suzanna Warnick and members of the public

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- II.

Pledge of Allegiance

- The Pledge of Allegiance was recited.

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- III.

Items for Discussion

- Budget Draft #1 FY 2021
- President Boos said that Town Manager Jean Weisman had prepared a draft budget over the last two months which the Commissioners had received for their review in advance of this meeting. President Boos suggested that Mrs. Weisman provide a concise review of the budget categories beginning with the revenue numbers and followed by expenditures. He suggested that the Commissioners ask questions throughout the presentation and that they would respond to public comment and questions.

Mrs. Weisman provided instructions to the public on how to re-connect to the meeting if the link was temporarily lost and noted that the meeting technology was being monitored and supervised by the technician Chris Thomas. Mrs. Weisman then moved forward with background on the budget process and a line-by-line explanation of the revenue numbers. The Commissioners asked questions and invited public comment.

Mrs. Weisman proceeded with the explanation of expenditures. The Commissioners agreed to postpone discussion of salaries. The Commissioners agreed that physical attendance at the Maryland Municipal League (MML) Conference in Ocean City was not necessary for any Commissioner except Commissioner Bibb, the Town's MML representative. Commissioner Bibb said that the League was discussing whether a virtual conference was feasible, but no decision had yet been made. Mrs. Weisman reduced the amount budgeted for the conference. Mrs. Weisman continued with review of expenditures for legal expenses, real estate taxes, website development, tourism and legal advertising, administrative costs, cellphone subscriptions, travel and training expenses, and anticipatory expenses for updating the code with the changes made in the Code re-write.

Chief Anthony Smith presented his budget requests for FY 2021. President Boos then requested a six-minute recess and encouraged public listeners to type in any questions they might have on the budget session so far.

Resuming the meeting, the Commissioners approved three new computers and the e-tix machine for the police department out of the speed camera revenue from this year 2020. President Boos made the motion, which was seconded by Commissioner Windon. The motion passed on a roll call vote of 5-0 in favor. The Commissioners agreed to discuss police salaries in a closed session.

Mrs. Weisman began review of the Public Works budget. President Boos paused the discussion to address public questions and comments. The comments were primarily technical regarding the meeting transmission, and Chris Thomas said he had responded directly to participants. Mrs. Weisman highlighted the more significant changes in the Public Works budget including cost-saving reductions. Mrs. Weisman adjusted the horticulturalist contract expenditure upward, per the Commissioners' request, and outlined the department's budget requests for special maintenance projects. Mrs. Weisman said one of the replacement requests was \$15,000 to begin the system-wide replacement of old water meters over time. The Commissioners approved starting the water meter replacement, repair of Honeymoon Bridge and the police station railing and deck, and the dump truck funding. The Commissioners agreed to look at a later repair of Green Street using money left over in the asphalt repair fund.

Mrs. Weisman discussed some administrative requests and the remainder of the capital requests, the Town's agency funding, including the Fire Department contribution, and funding requests from community organizations. The Commissioners agreed to limit outside agency funding to those groups serving the Town specifically. The Commissioners directed the In Bloom request be funded out of the Parks budget and the fireworks out of the Tourism budget.

Mrs. Weisman said Water Department salaries and budget remained the same as last year and continued with her explanation of the Capital budget expenditures.

Due to a streaming service interruption, the Commissioners signed off for a recess. President Boos reconvened the budget meeting at 1:00 p.m.

The Commissioners agreed to budget for sidewalk rehabilitation but to make a future determination to move forward based on how the pandemic and related economic downturn affected businesses and residents.

Mrs. Weisman and the Commissioners discussed the budgeting for the construction of the new town office, including debt service, loans and interest rates, as well as cash that was left in the budget because the County agreed to pay for road repairs, and which could now be used for the town office project. Three Commissioners agreed to budget \$50,000 to go forward with the town office project. Commissioner Bibb favored delaying the project and Commissioner Harrod had no opinion.

Mrs. Weisman said what remained for today's meeting was to have a Closed Session discussion on salaries. She said she would make the budget changes as discussed by the Commissioners for the next budget meeting on Thursday, April 16th, and that she would tentatively schedule the public hearing for a remote public Commissioners' meeting on April 29th.

- IV.

Comments from the Public

- V.

Comments from the Commissioners

- President Boos then made a motion to move into Closed Session. Commissioner Bibb seconded it, and the motion passed on a roll call vote of 5-0 in favor.

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- VI.

Adjournment

- The public meeting was adjourned at 1:30 p.m. Technician Chris Thomas said the public portion of the remote connection was now off-line.