

MINUTES

COSM

Commissioners

COSM Legislative and Closed Remote Session Wednesday, January 27, 2021, 6:00 pm - 8:00 pm Virtual Remote Meeting

- I.

Call to Order - Pledge of Allegiance

- President Joyce Harrod called to order a legislative remote session of the Commissioners of St. Michaels at 6:00 p.m. Also present were Commissioners Tad duPont, Michael Bibb, Jaime Windon, and David Breimhurst, Town Manager Jean Weisman, Police Chief Anthony Smith, Lieutenant Jeff Oswald, Legislative Clerk Suzanna Warnick, Meeting Coordinator Kim Weller and approximately 24 members of the public. The Pledge of Allegiance was recited.

II. Agenda Amendments

- At the conclusion of Open Session, COSM will vote to go into closed session pursuant to MD Code, Open Meetings Act, General Provisions Article, Section 3-305(b)1: To discuss the appointment, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

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III. Announcements from COSM and Staff

- Commissioner Bibb provided an update on the legislative activity in Annapolis. Mrs. Weisman provided an update on Covid-19 and the Town. She said the County has provided a Call Center telephone number for those who are unable to get through to the County via the internet, and that Kim Weller has provided that number and the hours of operation on the Town's website. Mrs. Weisman said the County is in Phase 1B for vaccinations.

IV. Comments from the Public

- President Harrod called for announcements or comments from the public. Roy Myers, Chairman of the Waterways Advisory Board, invited the Commissioners to participate in the remote presentation of the Harbor and Storm water Infrastructure Study on Tuesday February 2nd at 4 p.m. Jeff Knapp, Chairman of the Planning Commission, said the Planning Commission will hold a remote public forum on parking in St. Michaels with power point presentation and review of parking issues in the Town.

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V. Special Presentation

• FY2020 Auditors Report

- Lank, Johnson and Tull, CPA
- Rick Tull of Lank, Johnston and Tull, auditors for the Town of St. Michaels, presented a synopsis of the Auditor's Report for fiscal year FY 2020-21. Mr. Tull answered questions from the Commissioners. Commissioner duPont had specific questions about the Town's ability to invest pension funds. Mr. Tull suggested that the State Comptroller's office may be able to answer those questions. Mr. Tull said the Town's numbers were better than most towns its size and it had more in reserve. Commissioner Harrod said she thought the Town's positive financial condition was in part a credit to the management of Town Manager Jean Weisman. The Commissioners thanked Mr. Tull for his report.

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VI. Consent Agenda for Minutes

Minutes

- January 12 2021 - Closed Executive Session
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- President Harrod said the Consent Agenda included minutes for the month of January 2021 and called for a motion. Commissioner Bibb made the motion to approve the Consent Agenda as presented. Commissioner Breimhurst seconded it and the motion passed on a roll call vote of 5-0 in favor.

VII. FY21 Budget review

- Commissioner duPont said the Commissioners had a remote preliminary budget meeting on Friday, January 22 at 4:00 p.m. at which they discussed a downward trend in the Town's income, the possibility of changing to a simpler form of budgeting, the possibility of changing to a health care product offered through the Local Government Insurance Trust (LGIT), and other potential cost-saving ideas.

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VIII. Marketing review

- Kimberly Weller, Marketing Director
- Communications Manager Kim Weller said she had no new items to request this time, but may have some requests for the next review.

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IX. Items for Discussion

• Slip Holder Agreement and Waitlist Management

- Waterways Advisory Board Recommendations

- President Harrod opened the discussion on the Town boat slips and slip holders and called upon Roy Myers, Chairman of the Waterways Advisory Board, for his report. Mr. Myers said Waterways had been asked to review the boat slip situation by Commissioner Breimhurst. Mr. Myers said the group did look into the matter and had some recommendations for improvements. Mr. Myers highlighted three areas for improvement: 1. the guidelines for the boat slip wait list needed to be clarified, which would help staff to manage the boat slips; 2. a permitting process for the boats and identification of the slip would help with policing and discourage abuse. Mr. Myers added that the board was also recommending a charge for placement on the wait list of \$150.00. Advisory Board member Mark Van Fleet said that other municipalities have such a wait list structure and the fee is to cover the administrative cost of maintaining the wait list, slip holder renewals and policing.

Mr. Myers and Mr. Van Fleet then answered questions from the Commissioners. There was agreement that the slip holder must show proof of insurance and name the Town as additional insurer. Commissioner Bibb estimated that the fees would bring in an additional \$25,000 a year, which could increase if the Town adds water access for the slips. There was agreement on some additional refinements of the recommendations and Mrs. Weisman said an ordinance needed to be drafted that would codify the changes. Mr. Myers also reviewed the board's suggested changes to the slip agreement.

Mrs. Weisman then read public comments. Mr. Myers said he would make the changes discussed and would help draft an ordinance with Mrs. Weisman's guidance. President Harrod thanked members of the Waterways Board for their work and recommendations.

Speed Cameras and Parking Tickets

- Chief Smith opened the discussion of unpaid speed camera tickets. Lieutenant Oswald said he had researched the matter, noting there were currently over 500 unpaid tickets, representing approximately 30 percent of the tickets issued since September 2019. Lieutenant Oswald said that the speed camera company was responsible for collection as part of their service.

After some discussion, Chief Smith said he thought that about half of the unpaid tickets were not refusals to pay, but simply the result of oversight and that letters from an independent collection agency, together with a collection fee, would be successful in collecting some of the money. Chief Smith added that he does not have staff or the time to collect on the delinquent accounts. Lieutenant Oswald noted that an independent collection agency would be given access to the speed camera company's database for contact information to send the letters.

Lieutenant Oswald said he would get further information on the collection fee and would come back to the Commissioners at a future meeting. There were no

additional questions on the speed cameras from the Commissioners or the public.

X. Comments from the Public

XI. Comments from the Commissioners

- Mrs. Weisman said the County would be doing a sewer smoke test on areas around the harbor and the Town would be putting out a notice on Constant Contact. Commissioner Bibb said the lights around the Scout Cabin had been installed and Mr. Myers of E. Chestnut Street thanked the Town for the extra light for walking around St. Mary's Square.

Calendaring

- Mrs. Weisman and the Commissioners discussed agenda items for their meetings in February 2021, including board appointment rules, speed cameras and the Waterways project, and added the budget meeting on Friday, January 29, 2021 at 4-5:30 p.m. to the future meetings list.
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XII. Announcement of Future Meetings

February 2 2021_ - 4-6:00 pm - Virtual Zoom Meeting for COSM and Waterways Board
- February 10 2021 - 6:00 pm - Virtual Zoom Meeting for COSM Regular Working Session
- February 15 2021 - Town Office closed for Presidents' Day
- February 24 2021 - 6:00 pm - Virtual Zoom Meeting for COSM Regular Legislative Session

XIII. Adjournment into Closed Session from Open Session

- Motion to vote to go into closed session pursuant to MD Code, Open Meetings Act, General Provisions Article, Section 3-305(b)1: To discuss the appointment, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.
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- President Harrod made a motion to move into Closed Session following this meeting to discuss personnel matters. Commissioner Bibb seconded it, and the motion passed a roll call vote of 5-0 in favor.
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XIV. Adjournment

- The public meeting was adjourned at 8:10 p.m.