

# MINUTES

## COSM

### Commissioners

**COSM Working Session - Virtual and In-Person  
Wednesday, October 13, 2021, 6:00 pm - 8:00 pm  
Edgar M Bosley Jr. Municipal Admin Building  
300 Mill Street; PO Box 206  
St. Michaels, MD 21663**

6:00 - Call to Order for Working Session - Pledge of Allegiance

- President Bibb called to order a live and remote working 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. Also present were Commissioners David Breimhurst, Joyce Harrod, Aida Khalil and Tad duPont, Zoning Officer Kymberly Kudla, Legislative Clerk Suzanna Warnick, Meeting Coordinator Kimberly Weller, and members of the public.

II. Agenda Amendments

- There were no agenda amendments.

III. Announcements from COSM and Staff

- Commissioner Breimhurst thanked the St. Michaels in Bloom, Parks and Recreation and the St. Michaels Business Association for their good work in decorating the Town for the Fall season. Commissioner Breimhurst also asked if the State Highway Administration could add crosswalks near the Boundary Lane Parking Lot and the Brewery, possibly at E. Maple and Marengo Street. President Bibb said he and other Commissioners had attended the Fall Conference sponsored by the Maryland Municipal League. President Bibb also highlighted pending State Legislation.

IV. Comments from the Public

- There were no comments from the public.

V. Consent Agenda for Department Reports and Event Permits

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Department Reports for September 2021
- Police  
Disbursements  
Year to Date  
Profit and Loss

Planning and Zoning

Public Works

Administrative

Marketing and Communication

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Events
- - Public Event Application for Annual OysterFest Celebration at CBMM, including Sign Permit and Outdoor Speakers request, held on the Museum grounds on Oct 30, 2021 from 10 am to 4 pm; approx. 3,500 attendees;
- Public Event Application for Sea Glass and Coastal Art Celebration at CBMM, including Sign Permit and Outdoor Speakers request, held on the Museum grounds on Nov 20-21, 2021 from 10 am to 4-5 pm; approx 3,500 attendees daily.
- President Bibb called for comments or questions on the Consent Agenda, which included Departmental reports for the month of September 2021 and permit applications for the 2021 Oysterfest and Sea Glass festivals. There were no comments. President Bibb called for a motion to accept the Consent Agenda as presented. Commissioner Breimurst made the motion, which was seconded by Commissioner Khalil, and which passed on a roll call vote of 5-0 in favor.

#### VI. Items for Discussion

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Town Planner -- Request for Qualifications
- President Bibb opened the discussion of the RFP applications for Town Planner. Town Manager Jeff Rhodes said the Town had received eight applications with a wide range of costs. Mr. Rhodes said staff was recommending approval of the lowest bid from the Fox Group of Annapolis, Maryland. Mr. Rhodes said Fox Group seemed to understand the Town's requirements and had thoroughly addressed the outline of the RFP. He said he would be comfortable dealing with them on the planning project. Commissioner Breimhurst said he would like to expand the scope of the properties to be looked at. Mr. Rhodes said he was confident that the Fox Group had the flexibility to include and review additional sites. As there were no other questions, Commissioner duPont made a motion to approve the bid of Fox Group. Commissioner Breimhurst seconded it, and the motion passed on a roll call vote of 5-0 in favor.

- Recruiter for Town Administrator
- Mr. Rhodes said staff was recommending that the Commissioners ratify an agreement with Raftelis to recruit a new Town Manager for the Town of St. Michaels. Mr. Rhodes said the Town had received three bids and Raftelis appeared to offer the most comprehensive approach and was very familiar with the market and the State of Maryland. Commissioner Breimhurst made the motion to approve the bid of Raftelis as presented. Commissioner Khalis seconded it and the motion passed on a roll call vote of 5-0 in favor.

President Bibb said he would like to have the Planning Commission review the trash outsourcing project and provide a recommendation. President Bibb said that Jeff Knapp, Chairman of the Planning Commission, had agreed that the Planning Commission could undertake the review.

Commissioner duPont raised the issue of the upcoming State Highway Administration's (SHA) sidewalk improvement project and urged the Commissioners to obtain a Memorandum Of Understanding to ensure that if the SHA uses property on Railroad Avenue as their equipment staging area, and the use of Railroad Avenue itself, that they return the property to its original state once the project is complete.

#### VII. Comments from the Public

- The Commissioners then took public comment. Mike Estrella of E. Chew Avenue asked how the Town had expended Federal Covid recovery relief funds. President Bibb explained that the Town would be using the relief funds for an upgrade of the water meter system and to combat sea level rise and flooding in the town. Mr. Rhodes and Commissioner Breimhurst responded to questions from Dennis Glackin of Harbor Road concerning the choice of the Planning firm.

There were no further public comments.

#### VIII. Comments from the Commissioners

- Commissioner duPont urged the community to listen, cooperate and work together to move forward in a changed world.

#### IX. Commissioners Calendar

- - Boards and Committees - interested parties by Nov 24
- - Board and Committee appointments - Dec session
- - Halloween - Sunday 31st of October
- The Commissioners discussed agenda items for their next meeting and for meetings in November 2021. President Bibb noted that board appointments

would be made at the December 8th meeting, and the Commissioners had set Halloween trick-or-treating for October 31st from

6:00 p.m. to 8:00 p.m. for children twelve years and under. Jeff Rhodes said that there had been an offer from St. Luke's church for the donation of a jungle gym to replace the play boat at Hollis Park. The Commissioners discussed the liability, space constraints and costs of such a replacement.

#### X. Announcement of Future Meetings

- October 27 2021 - 6:00 - COSM Legislative Session  
November 10 2021 - 6:00 - COSM Working Session  
November 11 2021 - Office closed for Veterans Day
- President Bibb announced future meetings, and also noted that the Town had hired Funk and Bolton as the Town's attorneys, replacing the MacLeod Group.

#### XI. Adjournment

- The meeting was adjourned at 6:50 p.m.