

DRAFT MINUTES

Cosm

Commissioners

COSM Legislative Session

Wednesday, April 27, 2022, 6:00pm-8:00pm

Edgar M Bosley Jr. Municipal Admin Building

300 Mill Street: P.O. Box 206

St. Michaels, MD 21663

1. 6:00 p.m. – Call to Order for Legislative Session – Pledge of Allegiance

President Bibb called to order a live in-person and remote 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. Also present were Commissioners Joyce Harrod, Tad duPont, Aida Khalil, and David Breimhurst, Town Administrator Rob Straebel, Planning and Zoning Officer Kymberly Kudla, Public Works Director Brian Thompson, Administrative Clerk Suzanna Warnick, Chief Tony Smith, Finance Clerk Kathy Eglseder and approximately 9 members of the public.

2. Agenda Amendments: There were none.

3. Announcements from COSM and Staff

Commissioner Breimhurst thanked residents and staff who volunteered for Earth Day. Rob Straebel thanked the Commissioners and Staff for a warm welcome to the Town. He then gave an update regarding the following: He and Brian Thompson met with Delmarva Power to mark the dead trees which need to be trimmed along the Nature Trail at Delmarva's expense, Kris Kakabar has been hired as the new receptionist, Amy Engle (water department) will be leaving, ICSI is the new IT support and is working on cyber security, Fovndry is preparing a proposal for approval to work on the Town's Website.

4. Comments from the Public: There were none.

5. Special Presentation

Extension of Nature Trail to Talbot Co. Parks area along South Rt. 33: President of the St. Michaels Rotary Club Larry Rovin noted that the Nature Trail was originally funded by the State, Elm Street Development and Environmental Concern. Currently the club is raffling a car to raise funding for the Trail's extension. President Bibb said there are grants for feasibility study available for the project. The Rotary meets at 8am Wednesdays at the Miles River Yacht Club.

6. Consent Agenda for Minutes:

March 18, 2022

March 22, 2022

March 23, 2022

March 29, 2022

President Bibb called for comments from the Commissioners, as there were none, he called for a motion to accept the consent agenda as presented. Commissioner duPont

made a motion to accept the consent agenda as presented seconded by Commissioner Khalil and a consensus to approve was accepted.

7. Items for discussion: Update for FY23 Budget – Ordinance No. 531

AN ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS TO SET THE TAX RATE AND ADOPT THE BUDGET FOR FISCAL YEAR 2023.

There have been no changes to the budget since the last session on April 12, 2022. Since that time, topics of discussion broached by Commissioner duPont that should be discussed are as follows:

Cost of Living Adjustment (COLA) increase is 4% for all employees except two department heads (Town Manager is not expecting a 4% raise and salary raise is not included in the draft budget). Commissioners agreed to seek legal advice.

Audit costs (6205) are currently estimated at \$10,900 but will be more if Commission members choose to change audit firms and have periodic review of expenses in 2022-2023. Going this route would increase costs to \$19,500 which would include quarterly visits. Commissioners agreed to possibly reduce the number of visits by the auditors thus reducing the cost.

Police Overtime costs (640112) currently budgeted at \$56,592. Commissioner duPont would like to see this line item reduced by \$10,000 or \$46,592. Chief Smith said that some of the overtime is reimbursable by policing special events/festivals.

Small Tools Expense (65069) currently \$5000, request to reduce by \$1,000 to \$4,000. Approved, Commissioner Breimhurst suggest that Public Works could return to discuss if needed.

Planning and Zoning Consulting (6304) currently budgeted at \$10,000. Monies used for professional planning consulting services (mainly Peter Johnston, Principal Planner for Peter Johnston, and Associates to assist City Planner. Issues that may need consultation include parking, noise, or tent regulations. Request to reduce to \$8,000. Approved as requested.

Commissioner Khalil asked if \$5,000 could be donated to the St. Michaels Fireworks from the tourism budget. Commissioner duPont said the monies are already in the budget.

One expense that Staff would like Commissions to consider is the Town's participation in the Highway 33 Street Infrastructure Project for granite curbs and brick sidewalks. President Bibb said the cost is up to \$73,372 which includes \$15,000 a linear foot for 500 linear ft.

Commissioner duPont suggested that the 600 block of S. Talbot Street not be changed to granite.

Rob Straebel to contact State Highway to discuss project. He commented that the overall estimate to install smart meters in the community is @ \$675,000 and would like it to be included under Water Utility- line item #317 under covid relief funds.

- 108 Miles Avenue – Marianne Eby and Thomas Wood are willing to pay for the installation of an extension of the existing gravel road that meets Town requirements and supports emergency vehicle usage.

Rob Straebel said the proper course of action is to contact the town's engineer and the town's attorney prepare a contract. Commissioners supported his request.

- Consent to Annexation – 201 Boundary Lane, Tax Map 201, portion of Parcel 1952.

Attorney Zach Smith on behalf of Environmental Concern is seeking approval of the town to annex a portion of the 7.5 acres parcel @ 2.983 acres into town limits. President Bibb called for a motion. Commissioner Breimhurst made a motion for the introduction of an unnumbered resolution involving the Annexation of Environmental Concern property, seconded by Commissioner duPont and a consensus to approve.

8. Commissioners Calendar:
Chesapeake Bay Passenger Ferry – to be placed on the second meeting in May (25th).

Farmers Market Signage – calendared to May 11th.
Discussion of a proclamation against gun violence to May 11th.
9. Comments from the Pubic
Melissa Mahoney 217 Dodson Ave. – petition is in circulation against the proposed hotel.
10. Comments from the Commissioners –
Commissioner duPont recommends that the bathroom on Carpenter Street be checked and locked by 5:00 by the officer of the day to deter vandalism.
11. Announcement of Future Meetings
April 29, 2022 – 3:00 – COSM Special Public Hearing on Budget FY23
Monday May 2, 2022 – 7am-7pm – Election Day
May 11, 2022 – 6:00 – COSM Working Session
May 25, 2022 – COSM Legislative Session
12. Adjournment
President Bibb adjourned the public meeting at 7:45 p.m.

Respectfully submitted,

Suzanna Warnick