

MINUTES



**Commissioners of
St Michaels
Minutes Legislative Session
Wednesday, February 28, 2024, 5:00 pm - 8:00 pm
St. Michaels Branch of the Talbot Co. Library
106 S. Fremont Street
St. Michaels, MD 21663**

1. 5:00 pm - Call to Order for Legislative Session - Pledge of Allegiance

Commissioner Breimhurst, President, called to order a live and remote Legislative Session of the Commissioners of St. Michaels at 5:00 p.m. in St. Michaels, Maryland and the Pledge of Allegiance was recited. Present at the meeting were Commissioners Joyce Harrod, Katrina Whittington and Al Mercier. Other Representatives included Town Administrator - Rob Straebel, Town Clerk - Kristen Payne, Town Planner - Steve Ball, General Service Clerk - Jenn Whiting, Code Compliance Officer - Kathy Thomas, Public Works Operations Manager - Brian Thompson and Chief Oswald. With approximately 20 members of the public and Zoom present as well.

2. Announcements from COSM and Staff

Commissioner Mercier stated that he and Commissioner Whittington attended the St. Michaels Firemans Ball that was held at the Miles River Yacht Club. Commissioner Breimhurst stated that he and Commissioner Mercier attended an Economic Summit for the Town of St. Michaels, which was the very first meeting held at the new Town Office at SDCP.

Rob Straebel reported that the Marengo Street pump station is making good progress. It was discovered that the current well that is on site at Marengo Street was not damaged during the fire back in December. Rob stated that the first payment from LGIT, the Town's insurance carrier, was received for \$300,000. That money will be going towards the payment for equipment. Rob stated that the Town's Zoning Board of Appeals application for a special exemption for recreational uses and government facilities on San Domingo Creek Park is going to continue. The next meeting is scheduled for March 19, 2024. There was a requirement that the Planning Commission determined that the use would comply with the standards of the zoning district. Rob reported that the interior painting of the SDCP administrative building has been completed. The exterior painting will be completed sometime in the spring, once the windows have been installed. Rob stated that SHA are starting to repair the non-compliant sidewalks to be ADA compliant at the north side of the Town working towards the downtown area. Rob stated they are hoping to have all of the work completed by the end of May. Rob stated that this will be the last COSM meeting at the Library. COSM meetings will continue at Etherton Hall, Christ Church starting March 13th. Rob reported staff had a meeting with Rauch Engineering regarding potential third well. However, they will start off by doing a capacity Management Report, recommended by Rauch Engineering to see if there is an actual need for a third well. Rob stated that Talbot County has requested to seek additional approval through the Talbot County Parks Advisory Board and Talbot County Council for local Open Space Grant dollars. The County would like to revisit to determine if the \$100,000 towards the funding is still justified since the original request was for 7.6 acres and has since been minimized to 5.9 acres. Meeting is scheduled for March 21, 2024 and Rob and Steve Ball will be attending. Rob reported he sent out an email and Constant Contact regarding a main water line leak at the intersection of Dobson and RT 33. The line will be repaired tomorrow, Thursday February 29. Rob states he does anticipate there being

water interruptions while they are repairing the line, north of Cherry Street and Railroad Avenue. Rob reported lastly that the draft budget was handed out this evening and the first budget workshop is scheduled for March 5 at the Boy Scout Cabin.

Steve Ball reported that he has been working with the Planning Commission to start on the comprehensive plan. The scheduled has been approved. Steve reported that he has been working on the annexation issues for San Domingo Creek Park and has set up a meeting with the County Planning Director to inform him of what he is doing and to ensure the County is onboard.

Kathy Thomas reported that all holiday lights are now in compliance and have been removed. Kathy reported that they are about 70 percent completion of the 2024 sidewalk sign permits have been submitted. Kathy reported that she is working with constituents to understand that garbage containers must be removed from public walkways and the streets once trash has been collected.

Chief Oswald reported Mr. Weldon had stopped in to look at the drainage issues in the cells and the bathroom and is hoping to have an estimate as soon as possible.

Kristen Payne reported that all persons seeking to complete a Certificate of Candidacy for the upcoming election will need to complete a gift disclosure at the time they submit their candidacy. This is noted in Chapter 22 of the Code of Ethics, section 22-6 subsection B.

3. Comments from the Public

4. Special Presentation

a. BRIC - Building Resilient Infrastructure and Communities, Roy Myers

Roy Myers presented that he has been working on seeking a BRIC (Building Resilience Infrastructure and Communities) Technical Assistance Grant and is asking the Commissioners to support them in proceeding forward with applying for the grant. The deadline for submitting this program application is February 29, 2024. Commissioners approve to move forward with submitting the application.

b. SMBA Public Parking - Mill Street

John Clarke and Jennifer Pogada, representing the St. Michaels Business Association presented a proposal for the use of the Mill Street Public Parking area. The SMBA is looking to utilize this parking lot during various events/festivals held in St. Michaels for a fee per parking space. The proposed hours of operation would be Saturdays, 8a - 6pm and Sundays, 8am - 2pm. The SMBA states that this is an opportunity to create revenue for the SMBA to support local businesses. SMBA states that they would oversee the lot or have volunteers oversee during the hours of operation. SMBA suggests a range of \$25-\$35 for parking and there are roughly 46 parking spaces. Commissioners support looking further into the idea and move forward with obtaining more information and return back.

5. Proclamation

a. Eagle Scout

Commissioner Breimhurst presented the Proclamation for Eagle Scout, Vencent T. Dyer. Commissioners approved and Commissioner Breimhurst signed certificate to be presented during their celebration at the Boy Scout Cabin.

6. Consent Agenda for Minutes and Events

Commissioner Breimhurst presented the minutes from COSM meeting 2.14.2024. No changes.

Commissioner Whittington made a motion to approve the Consent Agenda, meeting minutes from 2.14.2024 and events, seconded by Commissioner Harrod. Passed on roll call vote, 4-0 in favor.

7. New Business

a. Annexation Boundary Determination

Rob presented consideration to include 2.21 acres of the Boundary Lane Road that is currently within the County in the annexation request. Rob stated that including this portion of Boundary Lane in the annexation would allow St. Michaels Police Officers the ability to patrol and enforce the law by the San Domingo Creek Park property. Commissioners advise to move forward to Planning Commission.

b. COSM Grant Status Report

Steve Ball reported that in 2023, there were four active grant applications. In 2024, there are four active projects. Steve stated that there was a continuation of the nature trail grant construction plan, phase 1 and phase 2 of FEMA grant for climate change, and a DNR grant for water spickets at the Harbor area.

c. WaterWays Advisory Annual Report

Steve presented the Waterways Advisory Annual report to the Commissioners.

d. ADA Bathroom Bid

Rob Straebel reported that the Town had advertised for proposals for one of the bathrooms at SDCP administrative building to be ADA compliant. After extensive advertising, received four bids back. Rob stated that Bathroom Recovery LLC came in with the lowest bid of \$12,171.91. After reviewing references, Rob is asking Commissioners to motion to award the bid to Bathroom Recovery LLC. Commissioner Harrod motioned to award bid and move forward with Town Administrator and Town Attorney to execute contract with Bathroom Recovery LLC, seconded by Commissioner Whittington. Passed on roll call vote 4-0 in favor.

e. Window Replacement Bid

Rob Straebel reported that the Town issued a request for proposals for the window replacement at SDCP Administrative Building. The Town received three proposals back and Bay Hundred Builders came in with the lowest bid of \$74,219.71. After checking references, Rob is asking commissioners to motion to award bid to Bay Hundred Builders. Commissioner Whittington made a motion to award the bid and direct Town Administrator and Town Attorney to execute contract with Bay Hundred Builders, seconded by Commissioner Harrod. Passed on roll call vote, 4-0 in favor.

8. Comments from the Public

Mark Berman stated that he understood that there would be costs associated with updating the SDCP Administrative Building but pointed out that those costs are approximately .05% of annual budget for the Town. Mark stated that this didn't include retrofitting jail. Mark asked the Commissioners what other expenses are anticipated with the SDCP Administrative Building and how this will be paid for moving forward. Commissioner Breimhurst stated that the Town had the funds and anticipated spending in the ballpark of \$250,000. Rob Straebel reiterated the breakdown of anticipated costs expected for the SDCP Administrative Building and that those costs have been entered into the budget.

9. Comments from the Commissioners

10. Commissioners Proposed Calendar 2024

11. Announcement of Future Meetings

The following will be held at Etherton Hall moving forward:

March 13, 2024 - COSM Working Session

March 27, 2024 - COSM Legislative Session

April 10, 2024 - COSM Working Session

April 24, 2024 - COSM Legislative Session

May 8, 2024 - COSM Working Session

May 22, 2024 - COSM Legislative Session

May 27, 2024 - Memorial Day Town Office Closed

12. Adjournment of Open Session

Public Participation: All comments from the public will be taken during the period set aside for "Comments from the Public." The "Comments from the Public" portion of the Commission agenda shall have a limited time period as determined by the Commissioners, and shall be at the beginning and at the end of each agenda. To be recognized, a member of the public should raise his or her hand and wait to be recognized by the President. Comments and questions should be kept brief and to the point, and be directed to the President.