

MINUTES



**Commissioners of
St Michaels
Minutes Working Session
Wednesday, May 8, 2024, 5:00 pm - 8:00 pm
Etherton Hall, Christ Church
103 Willow 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 Working 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 and Town Clerk - Kristen Payne. With approximately 25 members of the public and Zoom present as well.

2. Announcements from COSM and Staff

Commissioner Breimhurst thanked members of staff for coming out and helping clean up Chester Park and Brook's Lane. Commissioner Breimhurst also wanted to thank Eric Bridges for lending the use of the dumpster for that clean-up project. Commissioner Breimhurst congratulated the winners of the Election that took place on Monday, May 6, 2024. The newly elected David Wojciechowski and Jay Hudson were in attendance. Commissioner Breimhurst also thanked the other candidates for running. Commissioner Breimhurst made a brief testimony regarding his service to the Town. Commissioner Harrod made a brief testimony regarding her service to the Town and congratulated the newly elected. Commissioner Whittington congratulated the newly elected and stated that she also attended the Chester Park clean-up and provided her dumb truck. Commissioner Mercier thank Commissioner Breimhurst and Commissioner Harrod for their service and stated that he was looking forward to the newly elected joining.

Rob Straebel congratulated the newly elected, Jay Hudson, Alexis Roiter and David Wojciechowski and looks forward to working with them in the future. Rob stated that the Town has a dividend for Workman's Comp due to a lack of job related injuries. Rob stated that this year the Town will receive a check in the amount of \$19,392. Rob stated that the window installation at SDCP administrative building will be completed by tomorrow. Rob stated that ICSI, our IT Consultant will be there Friday to install the network. Rob stated that the carpet would be installed next week. Rob stated he will be lining up the exterior paint for SDCP in the next two weeks. Rob stated that staff will start to move on June 3rd. Rob stated that the downtown improvement project and ADA repairs will be working both day and evenings to comply with their deadline date by the end of the month. Rob stated that we have had several Public Information Act requests lately, which can be fairly cumbersome for staff to look up all documents requested. Rob stated we have a public information request policy that we'd like to update slightly to ensure we're recouping any costs associated with our research and/or copying. Rob stated that he is working on the five-year Capital Improvement Plan and coordinating with Steve Ball, our Planner, Brian Thompson our Public Works Operations Supervisor and Roy Meyers who's been critically involved in some of the sea level rise issues and some of the grants.

Kristen Payne stated that it was discovered when finalizing reports for Talbot County Board of

elections, that an absentee voter had voted both by absentee vote and in person. Kristen assured that this was an isolated incident and that she confirms the election was certified and there were no other errors.

3. Comments from the Public

4. Special Presentation

a. St. Luke's Parking Lot Initiative

Charles Connolly stated that they are seeking to utilize an electronic meter system (scan code using mobile device) for paid parking in their lot as a way to raise funds for their church and to pay for lot expenses. The meter system would be based on the honor system and utilized during non-church events. Sam Medile from Parking Management Company (PMC) was present to answer questions/concerns. Commissioner Harrod made a motion to approve parking lot initiative, seconded by Commissioner Whittington. Passed by roll call vote, 4-0 in favor.

b. Public Art

Deborah Colborn presented her initiative for Public Art in local parks. Ms. Colborn stated that she is collaborating with Patrick Rofe (SMCC) in working towards bringing sculptures to one or more of the public spaces in St. Michaels. The intention is for the art to highlight history and be educational for residents and tourists. Commissioners support Deborah Colborn in moving forward with her initiative.

5. Consent Agenda for Events and Department Reports

a. Department Reports

Commissioner Mercier made a motion to approve Department Reports, seconded by Commissioner Harrod. Passed by roll call vote, 4-0 in favor.

b. Event - SMCC Block Party

Commissioner Mercier made a motion to approve, seconded by Commissioner Harrod. Passed by roll call vote, 4-0 in favor.

6. Ordinance for Public Hearing

a. Ordinance No. 557 - Budget - AN ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS TO SET THE TAX RATE AND ADOPT THE BUDGET FOR FISCAL YEAR 2024-25

Rob presented the Ordinance No. 557 - Budget and to set the tax rate for Public Hearing. Commissioner Whittington made a motion for Ordinance No. 557 - Budget entered into Public Hearing, seconded by Commissioner Harrod. Passed by roll call vote, 4-0 in favor. Commissioner Harrod made a motion for Ordinance No. 557 - Tax Rate to be entered into Public Hearing, seconded by Commissioner Briemhurst. Passed by roll call vote, 4-0 in favor. Commissioner Harrod made a motion to approve Ordinance No. 557 - Budget, seconded by Commissioner Mercier. Passed by roll call vote, 4-0 in favor. Commissioner Harrod made a motion to approve Ordinance No. 557 - Tax Rate, seconded by Commissioner Whittington. Passed by roll call vote, 4-0 in favor.

7. New Business

a. Moving Bid Approval

Rob stated that town staff had solicited bids from four companies, receiving three proposals for the upcoming move of the administrative offices to 201 Boundary Lane in early June. Rob stated that all three companies performed on-site evaluations and then

provided estimates for their services. Staff recommends accepting the bid from Six Star Moving for \$5,007.70 as most qualified bidder. Commissioner Mercier made a motion to approve awarding bid to Six Star Moving, seconded by Commissioner Harrod. Passed by roll call vote, 4-0 in favor.

8. Comments from the Commissioners
9. Commissioners Proposed Calendar 2024
10. Announcement of Future Meetings

The following will be held at Etherton Hall moving forward:

May 22, 2024 - COSM Legislative Session
May 27, 2024 - Memorial Day Town Office Closed
June 12, 2024 - COSM Working & Legislative Session
July 4, 2024 - HOLIDAY - Town Office Closed
July 10, 2024 - COSM Working & Legislative Session
August 14, 2024 - COSM Working & Legislative Session
September 2, 2024 - HOLIDAY - Town Office Closed
September 11, 2024 - COSM Working Session
September 25, 2024 - COSM Legislative Session

11. 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.