

June 6, 2016

Pocomoke City Mayor and Council held a budget meeting in the Council Chambers at City Hall on Monday, June 6, 2016. The meeting was called to order at 6:30 P.M.

Present: Mayor Bruce Morrison
Council Members: Diane Downing, Brian Hirshman,
Esther Troast, George Tasker, Dale Trotter
City Manager/City Attorney: Ernie Crofoot
City Clerk: Carol L. Sullivan

Review and approval of minutes from meeting May 23, 2016:

In a motion (Downing, Trotter passed) to approve the minutes of the May 23, 2016 meeting as presented.

Second reading of Resolution No. 496 Declaration of Official Intent- bond Financing Capital Projects:

City Manager Crofoot stated that this is if we need to borrow funds then we can pay ourselves back. This is a requirement of the IRS if we plan to pay ourselves back from funds that we borrow.

In a motion (Trotter, Downing passed) to pass Resolution No. 496 Declaration of Official Intent-bond Financing Capital Projects.

Emergency Resolution No. 498 approving pick-up for the Maryland State Retirement and Pension System:

City Manager Crofoot stated that this will allow the retirement system to be pre-tax, money doesn't get taxed until employee retirees.

In a motion (Trotter, Hirshman passed) to pass Resolution No. 498 as an emergency resolution. Roll call: Tasker, aye; Troast, aye; Downing, aye; Trotter, aye; Hirshman, aye.

Public Hearing and second reading of Ordinance No. 425 to change text of Chapter 230-15 of the "Zoning Code":

In a motion (Downing, Trotter passed) to open the Public Hearing on Ordinance No. 425 to change text of Chapter 230-15 of the "Zoning Code".

City Manager Crofoot stated that this proposed change was requested by one of our rental housing facility. One of the requirements to borrow was that they would be allowed to re-build the project if 60% of it was damaged. The Planning and Zoning Commission was favorable to the request.

Hearing no more comments, (Downing, Hirshman passed) to close the Public Hearing.

In a motion (Tasker, Troast passed) to approve Ordinance No. 425 to change the text of Chapter 230-15 of the "Zoning Code". Roll call: Tasker, aye; Troast, aye; Downing, aye; Trotter, aye; Hirshman aye.

Public Hearing on proposed City budget for 2016-2017 fiscal year as required by Sec. 49 of Pocomoke City Charter:

City Manager Crofoot stated that the budget is bare bones-no-fat budget. Capital acquisition will not be made until funds are available to purchase. The City is looking for grants to make major purchases such as police cars, housing permit module and items for water and sewer. Also this fiscal year a hydraulic study and mapping of the water lines and sewer lines will be completed. Once this study is complete the City will know where all lines are coming from and to. The City will need to borrow funds, that will happen once one debt obligation is paid off; the new debt will not exceed the current payment that will be paid off later this year.

Monna VanEss asked why such a large increase of water/sewer. She stated that the rates will be increased by 35%.

City Manager Crofoot stated that the increase is \$91,000 to operating expenses and other cost. This will help with the flushing and other cost incurred in making the water better. Also, this will make owner occupied and non-owner occupied the same rate. He stated that not everybody would see an increase.

Ms. VanEss stated that the commercial haulers are not getting an increase and she feels that she was being penalized. She feels that this increase will cause more problems with the citizens and she doesn't think it's a good time to increase the rates.

With no further comments from the audience a motion was made by Councilwoman Downing and second by Councilman Hirshman to close the public hearing.

First Reading of Ordinance No. 426 to adopt the proposed budget for fiscal year 2016/17.

Mayor read for the record:

ORDINANCE 426

AN ORDINANCE OF THE MAYOR AND COUNCIL
OF POCOMOKE CITY, MARYLAND ADOPTING THE BUDGET
FOR FISCAL YEAR 2016-2017

Emergency reading of Ordinance No. 427 to set the rates for fiscal year 2016-2017:

Mayor Morrison stated that this is an emergency as the County sends our tax bills and would need this to prepare the tax bills for the coming year. Mayor read for the record:

EMERGENCY ORDINANCE 427

AN ORDINANCE OF THE MAYOR AND COUNCIL OF
POCOMOKE CITY, MARYLAND SETTING THE TAX RATES
FOR FISCAL YEAR 2016-2017

City Manager Crofoot stated that there was no change in the rates; access value didn't go up and that we would be \$14,000 less than last year's rates.

In a motion (Trotter, Hirshman passed) to approve Ordinance No. 427 to set the rates for fiscal year 2016/2017. Roll call: Tasker, aye; Troast, aye; Downing, aye; Trotter, aye; Hirshman, aye.

First reading of Ordinance No. 428 to establish certain City fees and other charges for fiscal year 2016/2017:

Mayor Morrison read for the record. He stated the only changes would be to the water/sewer fund as discussed earlier.

ORDINANCE 428

AN ORDINANCE OF THE MAYOR AND COUNCIL
OF POCOMOKE CITY, MARYLAND ESTABLISHING THE
FEE SCHEDULE FOR CITY SERVICES FOR FISCAL YEAR 2016-2017

Emergency Resolution No. 499 Supporting Maryland Department of Housing and Community Development, Neighborhood Business works program financing to Cypress Solution, LLC:

City Manager Crofoot stated the Council approved to amend the boundaries for Sustainable Community to include the odd side of Market Street. Now that the boundaries have changed, Cypress Solution, LLC would like to borrow funds. A resolution would need to be passed supporting the business.

In a motion (Downing, Trotter passed) to approve Resolution No. 499 Supporting Maryland Department of Housing and Community Development, Neighborhood Business works program financing to Cypress Solution, LLC. Roll call: Tasker, aye; Troast, aye; Downing, aye; Trotter, aye; Hirshman, aye.

Approval of Water and Sewer study contract with GMB:

City Manager Crofoot stated that we don't have completed maps of water and sewer lines. The hydraulic study will allow us to know where the water is coming from and allow us to know where pipes and valves are located. The mapping of water and sewer and hydraulic study is to get long-term improvement. GMB would be doing a GIS mapping, a water system hydraulic study and water system & sewer collection evaluation. This should be completed within six months after contract is signed. The estimated cost would be \$88,500

In a motion (Hirshman, Trotter passed) to accept the proposal from GMB of the water and sewer study in the City at an estimate cost of \$88,500.

Chief Harden's Special Award to Pastor Sally Dolch:

Mayor Morrison stated that Chief Harden presented Pastor Sally Dolch "Chief's Special Award" commending her for her actions and service during her tenure as Pastor for Pocomoke.

Mayor Morrison stated that they would miss her.

Approval to replace overflow clarifier baffle:

City Manager Crofoot stated that the City has the old type of Wastewater treatment plant which is rectangle. These were cheaper to build at the time. The clarifier curtain ripped earlier and was repaired, but has now torn again. The rake is catching on the effluent curtain. If approved now this would allow us to split the staging cost with other jobs in the area. The company knows the plant and specs to do this job. This is in the budget for 2017 but urged the Council to approve tonight to save money on the staging, the cost would be around \$52,000.

In a motion (Hirshman, Troast passed) to proceed with the proposal to have the overflow clarifier baffle replaced for a cost of \$52,645.

Certification of Election:

Mayor Morrison stated that Certification of Election signed by the Board of Election Supervisors (copy attached to original minutes) certifies that George Tasker had won the election for Councilman from District 1 with 98 votes in the municipal election held on May 31, 2016.

Mayor Morrison to swear in Councilmember George Tasker for three year term on the City Council:

Mayor Morrison swore in George Tasker for three-year term for District 1 Council.

Selection of First and Second Vice President of the City Council for the coming year:

In a motion (Hirshman, Troast passed) Councilman R. Dale Trotter to serve as Vice President of the City Council for the next year.

In a motion (Tasker, Downing passed) Councilwoman Esther Troast to serve as Second Vice President of the City Council.

Comments from Council:

Councilwoman Troast asked how was the septic haulers monitored when dumping at the Dump Station located on Clarke Ave. She has noticed that some haulers are paying the same amount each month and was wondering if there was a way to know how much they were dumping.

City Manager Crofoot stated that it was an honor system at this time. He had suggested earlier to charge the truck by the capacity but that did not pass when brought up at a council meeting. There is a best temp employee there that makes sure from a visual that grease and equipment is handled properly.

Councilwoman Troast stated that maybe we could put cameras up as she doesn't believe the honor system is used correctly. She asked if the office staff would notice if an operator was paying the same amount each month and how could it be monitored how often a truck dumped.

City Manager Crofoot stated that we could have a procedure in place as to how many trips a month a hauler was at the dumping station.

Councilman Trotter stated that the lights in Cypress Park need to be turned on for safety reasons, at this time they are not working. He also stated that with the anticipated rain the storm drains on Clarke Ave need to be cleaned. He again brought up the weeds in town stating that the town needs to be spraying.

Councilman Hirshman stated that the tennis courts received a grant, wanted to know when the work would be completed.

City Manager Crofoot stated that it would be completed soon as there were other things that needed to be completed first.

Councilman Hirshman asked about the red house on Market Street, what the status of repairing or demolishing.

City Manager Crofoot stated that a permit had been issued to demolish.

Mayor Morrison stated that the curbs in town needed to be sprayed. Also, he asked if the City Manager could contact Delmarva Power to complete cleaning up on the corner of 4th and Walnut Street. Mayor Morrison asked if the ditches in White Oaks could be cleaned out, the area is flooding all the time. He stated that he had spoken to Donnie Drewer and Gov. Hogan's office and they told him the bridge would be completed by the end of June.

Comments from the audience:

None

With no further business, a motion was made by Councilman Trotter, seconded by Councilman Hirshman to adjourn at 7:21 PM.

Approved: _____

Carol L. Sullivan
City Clerk