

March 2, 1015

The regular meeting of the Pocomoke Mayor and Council was held in the Council Chambers at City Hall on Monday, March 2, 2015. The meeting was called to order at 7:30 P.M.

Present: Mayor Bruce Morrison  
Council Members: Rob Clarke,  
Diane Downing, George Tasker, Dale Trotter  
City Manager Russell W. Blake  
City Attorney Bill Hudson  
City Clerk Carol L. Sullivan

Review Minutes:

In a motion (Trotter, Clarke passed), to approve the minutes of February 2, 2015

Review Bills:

In a motion (Downing, Trotter passed), the bills presented to be paid. (Copy of bill list attached to original minutes).

Special recognition of Mr. Royce Smith who recently retired from the City's Planning and Zoning Committee:

Mayor Morrison presented Mr. Royce Smith a plaque in appreciation for his 9 years of service on the Planning and Zoning Commission. Mr. Smith was instrumental in developing a new Rt. 13 Corridor Plan, and was involved with two updates to the Comprehensive Master Plan and revisions to the City Zoning Code.

Mr. Smith stated that it was his pleasure to serve and that he enjoyed being on the Planning and Zoning Commission.

Representatives from Delmarva Discovery Center and Museum to request emergency loan for repairs to interior of building:

Ms. Stacey Weisner, Executive Director of DDCM, reported that 375 people were at the Discovery Center this past Saturday for the Reptile Festival. She gave other updates regarding upcoming events at the Discovery Center. Ms. Weisner stated that in 2012, the Discovery Center had been approved for a City loan in the amount of \$60,000 and had only used \$37,000. At this time they would like to borrow the other \$22,000 remaining on the loan for emergency repairs. The floor where the big fish tank is located has settled and needs to be repaired. She stated that they have filed an insurance claim against the company that installed the floor and hope to get money from the insurance company.

Mayor Morrison asked if she has received any bids for repairs.

Mrs. Weisner stated that they have not gotten any bids at this time. She estimates the cost of repair would be in excess of \$15,000.

Mayor Morrison stated that the City's budget is strained, but they would have a decision by the end of the week.

Authorize Mayor to sign proclamation for Rotary Club Four Way Test Week:

Mayor Morrison read for the record a proclamation for Rotary Four-Way Test Week.

In a motion (Tasker, Downing passed) to authorize the Mayor to sign the proclamation for Four-Way Test Week.

City Manager to present bid summary for replacement of lab/office building at Wastewater Treatment Plant. Bid opening: 11:00 AM, February 27, 2015.

City Manager Blake stated that the request for bids was advertised in local papers. The City received five bids with the low bidder being Ken Build, LLC in the amount of \$47,850, not including alternates D1 and D3 with a total of \$6,392. City Manager Blake stated that they are located in the Crisfield area and had several letters of references. He added that the budget includes \$50,000 for this project.

Councilwoman Downing asked why there was such a difference in the bid pricing.

Mayor Morrison asked what type of time frame we are looking at to begin the project to completion of the project.

City Manager Blake stated that they would be able to begin the project within six weeks, and finish in 90 days..

In a motion (Trotter, Tasker passed) to accept bid from Ken Build, LLC to construct the Wastewater lab/office building in the amount of \$47,850 plus Alternates D1 and D3 for an additional \$6,392. (Heat pump system and gas hot water heater).

Approve motion to allow sale of beer and wine at Fourth Friday Art Stroll Events in 2015:

Mayor Morrison read a memo from City Manager Blake requesting one-day beer licenses each month for the Downtown Fourth Friday Art Stroll events from April through September. He stated that there were not any problems last year. It will require that the downtown area be blocked off so that the beer and wine does not leave the designated festival area.

In a motion (Trotter, Clarke passed; Tasker nay) to approve the one day beer/wine licenses for the Fourth Friday events from April through September 2015.

Authorize Mayor to sign agreement with Mercer Group, Inc. to provide consulting services for selection of City Manager candidates:

Mayor Morrison stated that he had spoken with Scott Hancock from MML and he highly recommended hiring a consultant firm to help in the hiring process of a new manager. He stated

that Mercer Group, Inc. has extensive experience in hiring City Managers and would recommend the Council approving of Mercer Group, Inc.

In a motion (Tasker, Downing passed) approved hiring the Mercer Group, LLC waiving the bidding process due to the length of time and recommendations from MML to help with the selection of City Manager candidates.

City Manager to present proposals for the following improvements:

A. Old Firehouse roof repairs (Fifth Street):

City Manager Blake stated that this is not a budget item but the roof is leaking on the side next to the fire escape.

Mayor Morrison asked what the building is being used for.

City Manager Blake stated that our Public Works Department is using it for storage. Also, the MarVa Theater has a lot of props and costumes stored in the building.

Councilman Tasker asked what type of roof of building has on it now.

City Manager Blake stated that it is a flat type roof on the front and rear.

Councilman Tasker stated that he has trouble spending \$7,800 on a building that we do not know what we will be using it for, or if it may be demolished.

Councilman Clarke stated that he would like to repair the roof to avoid further deterioration.

Mayor Morrison stated that they need to decide what they are going to do with the building and asked that the matter be tabled until a later date.

B. Electrician services to install generator at Water Treatment Plant on Quinn Avenue:

City Manager Blake stated that this is a budget item. The generator from the old fish farm would be installed at the water treatment plant. He stated that J & M Generator Service is used for other maintenance work on City generators.

In a motion (Clarke, Trotter passed) to accept proposal from J & M Generator in the amount of \$15,994 to install a generator at the water plant, and waiving the bid process.

Discuss request from Pocomoke City Elks Club for use of Winter Quarters Golf Course for annual tournament on May 9, 2015:

Mayor Morrison read a letter of request from Pocomoke Elks Club to use Winter Quarters Golf Course for their tournament.

In a motion (Tasker, Downing passed) to allow Pocomoke Elks Club to use golf course on May 9, 2015.

Comments from Council:

Councilman Clarke stated that he noticed that one of our snow plows was mounted to a flatbed truck, and the truck may need additional weight on it for snow removal. Also, he suggested that our Public Works Department have additional training in snow removal.

Councilman Trotter stated that he noticed on Linden Ave. around the 200 block there were pot holes that need to be repaired. Also, he has received several complaints with the downtown area snow removal. He stated that the State Highway Department did not clear the parking spaces on Market Street as they did in previous years.

Mayor Morrison stated that he too had received complaints about the clearing of sidewalks and parking areas in the downtown area. He suggested purchasing a snow blower for next year to provide for the clearing the snow from the sidewalks in the downtown district.

Comments from the audience:

Mr. Tom Moskios, from Pocomoke Rotary Club, asked for permission to set up flags at Cypress Park from May 21-26 to honor heroes (veterans, police, fire department, etc.). He stated that the idea is for individuals and organizations to sponsor flags for \$50.00 and the proceeds would go to local charities. He stated that they would make sure that there is no interference with utilities.

In a motion (Tasker, Clarke passed) to allow the Pocomoke Rotary Club to use Cypress Park May 21-26 for "Flags for Heroes" project.

Following a motion by Councilwoman Downing and seconded by Councilman Clarke the Council voted to meet in a closed session at 8:10 P.M. in the Council Chambers. Present were Mayor Morrison, Councilman Clarke, Councilman Trotter, Councilman Tasker, Councilwoman Downing, City Manager Blake, City Attorney Hudson, and City Clerk Carol Sullivan. The Mayor and Council discussed legal issues as permitted under the provisions of Section 10-508 (a), (1), (7) and (8) of the State of Maryland Government Article of the Annotated Code of Maryland. With no further discussion the meeting adjourned at 8:18 PM.

Approved: \_\_\_\_\_

Carol L. Sullivan  
City Clerk