

**Mayor & Council of Federalsburg
Regular Meeting
Monday December 2, 2024
6:00PM**

The Mayor & Council of Federalsburg held their regular monthly meeting on Monday, December 2, 2024 at 6:00 PM, in the Mayor & Council meeting room located at Town Hall. Those in attendance were Mayor Abner, Councilmembers Hammond, Sewell, James and Williamson, Town Manager Kristy Marshall, and members of the public.

Call to Order

Mayor Abner called the meeting to order at 6:00 PM and led the Pledge of Allegiance.

Approval of the Previous Month's Minutes

Councilmember James made a motion, seconded by Councilmember Sewell and unanimously passed by a vote of five to zero, approving the minutes from the November 4, 2024 Mayor and Council meeting.

Discussion - 115/117 North Main Street Property

Ms. Kat Stork, Mr. Matthew Peters and Ms. Alouse Jean of the Chesapeake Multicultural Center approached and expressed their interest to the Mayor and Council in opening and operating a Community Multicultural Resource Center at the Town owned property at 115/117 N. Main Street. They are requesting an MOU with the Town, and to lease the property. The group has applied for grant funding but that funding will not be awarded until after the first of the year. The Center has strong community involvement and commitments with the Department of Social Services, Caroline County Public Schools and the Caroline Human Services Council.

Councilmember James asked if/when the funding is secured, can be used to rehabilitate the building. Ms. Stork said yes and requested in lieu of rent being paid to the Town of Federalsburg, they would use the funding to rehabilitate the building.

Councilmember Williamson asked if they would be interested in buying the building and the Town could hold the note. Ms. Stork replied they do not have the resources to purchase the property at this time. Councilmember Williamson stated that he didn't think the Town should hold onto the property as a rental, and is not in favor of leasing the building.

Mayor Abner requested that Town Manager Marshall reach out to First State Inspection to create a list of repairs that will need to be completed before the building is operational.

Discussion - Sale of Land University Avenue

Town Manager Marshall reported that the sale of the land on University Avenue took place on November 25, 2024 at 2:00 pm. Mr. Ernest Adkins of Shepards LLC submitted the only bid, with an offer of \$24,500.

Councilmember James made a motion, seconded by Councilmember Hammond and unanimously approved by a vote of five to zero to accept Mr. Ernest Adkins bid of \$24,500 for the land on University Avenue.

Discussion - FY 24-25 Operating Budget

Town Manager Marshall reported that she is working with the department supervisors on the 24-25 Operating Budget. They have worked hard to find some places to cut the budget but are still in need of more time to find and cut additional items in the budget. Town Manager Marshall requested a closed session for personnel matters that may affect the budget.

Mayor Abner suggested meeting on Saturday, January 18th for a strategic planning meeting due to the Martin Luther King holiday on the regularly scheduled third Monday date of January 20, 2024.

Councilmember James requested we modify the budget so that the town employees can get an appropriate raise and be on track with the national pay scale for government employees.

Councilmember Williamson voiced his concerns that some of the staff is on the current pay scale but not all of them are, and he feels that everyone should be on the scale and paid appropriately.

Mayor Abner requested Town Manager Marshall to do a budget impact report for raising the salaries of the Town Employees, the retro cost to fix the salaries and the projected revenue for the Town of Federalsburg. She also requested that the job descriptions include the band and pay scales of the employees.

Public Comment

Mr. Joe Glime representing the Historical Society reported that the Exeter House will be holding an open house Saturday December 7, 2024 from 4pm-7pm. The Historical Society will be open on Christmas parade night, December 9, 2024 at 7pm.

Mayor & Council Action Items

Councilmember Williamson Reported the Following:

- Asked where we were with the wastewater project. Grants/Permitting Supervisor Mercedes Moyer will discuss this project in her report.

Councilmember James Reported the Following:

- Voiced her concerns about the marijuana plant that will be opening in Federalsburg. Councilmember James made a motion that the town compose and distribute flyers to the residents of District 1 to inform them that this business will be opening in Federalsburg at the former Kraft Building on Reliance Avenue. There was no second to the motion.
- Voiced her concerns about the Lead Line inventory notice that was sent to all residents that live in the Town of Federalsburg. The language in the letter was misleading. She would like any letters that are sent out to residents on town letterhead, first be approved by the Mayor and Council.
- Modify the budget so that the employees can get an appropriate raise to be in line with the national municipalities employees salaries and back pay should be applied. Employees for the Town of Federalsburg should be fairly compensated.

- **Councilmember Sewell Reported the Following:**

- The Christmas Parade will be held on Monday, December 9th and she asked if the Mayor and Council plan to participate in the parade. Councilmembers Sewell and Hammond and Mayor Abner will be participating in the parade.

Councilmember Hammond Reported the Following:

- Nothing at this time

Mayor Abner Reported the Following:

- Mayor Abner thanked the Lions Club and the Public Works Department for decorating the town for Christmas.
- Requested the signs to be updated with the message "If you like the Christmas decorations, thank a Lion's Club member."
- Announced Friday, December 6th at 6:00 pm is the tree lighting at the triangle. Monday, December 9 at 7pm is the Christmas parade, Sunday, December 22 at 5.30pm is the drive thru Christmas event at Chambers Park and Santa will be present at all three events.

Supervisor Updates:

Lt Joe Gasser- Police Reported the Following:

- Lt. Gasser was unable to attend but he provided the Mayor and Council with a written report.

Mercedes Moyer- Grants Reported the Following:

- Grants Adm. Mercedes Moyer gave an update on the pump station grant and gave the Mayor and Council a booklet with details/updates on the project. She stated that she will continue to provide updates as available and they can be added to the booklets. She reported that GMB has been keeping the town updated with the progress of the grant and was hoping to have MDE's update on Thursday, December 5th. She advised that the town may need to add solar panels to the plans for the upgrading of all the pump stations
- Reported the town will be reimbursed \$6,995 from the grant for the exercise equipment. The Town had not previously received these funds.
- Submitted Bio Solid upgrades and reviewed the proposal but will work with Peter Bozick to improve the proposal and will resubmit the application.

Abid Khan- Water/Wastewater Superintendent Reported the Following:

- Thanked the Mayor and Council for all the work and upgrades they have permitted on the pump stations - it was long overdue and much needed
- Brooklyn Pump station should be getting new pumps installed soon.
- Food Lion Pump station will need some minor upgrades
- Water Testing has been ongoing and is doing well.

Eric Hall- Maintenance Supervisor Reported the Following:

- Fitted trucks for the snow plows
- Cleaned and organized the shop and warehouse
- Bulk Trash will be tomorrow, Tuesday, December 3, 2024

Departmental Updates:

Parks & Recreation Reported the Following:

Nothing at this time

Request for Closed Session to Discuss Personnel Matters

Councilmember Williamson made a motion seconded by Councilmember James and unanimously passed by a vote of five to zero to go into closed session for personnel matters at 7:42 PM.

The regular meeting reconvened at 8:24 PM

Mayor Abner reported that the Mayor and Council met in closed session from 7:42 PM to 8:24 PM with the Town Manager to discuss personnel matters. No action was taken.

Regular Session

Kristy Marshall Town Manager Reported the Following:

- Meant with FPD and came up with a plan for staff assistance and road closures for the Christmas Parade on December 9th. Town Manager Marshall also stated that a notice was drafted and distributed that informed everyone living on Main Street that their vehicles would need to be removed from the street due to the parade or they would be towed. She also stated that she had plans to personally speak with Super Soda and Pizza Empire about the limited access to their business during the parade because of road closures.

Adjournment

There being no further business, Councilmember Sewell made a motion seconded by Councilmember Hammond and unanimously passed by a vote of five to zero to adjourn the meeting at 8:29 PM.

Respectfully Submitted,

Sandra Smith, Town Clerk