

**Mayor & Council of Federalsburg  
Workshop Meeting  
Monday July 15, 2024  
6:00PM**

The Mayor & Council of Federalsburg held their regular monthly meeting on July 15, 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, Town Attorney Carly Landolfi, Chief McDermott, Code Enforcement Officer Nate Newsome, Superintendent of Water/Sewer Abid Khan, Mercedes Moyer, Grants Administration and members of the public were also present in the meeting room, as well as on Zoom.

**Call to Order**

Mayor Abner called the meeting to order at 6:01 PM and lead the Pledge of Allegiance.

**Approval of the Previous Month's Minutes**

Councilmember Sewell made a motion, seconded by Councilmember James and unanimously passed by a vote of five to zero, approving the amended minutes from the July 1, 2024 Mayor and Council Regular meeting.

**Certificate of Recognition - Catina Simms**

The Mayor and Council of Federalsburg recognized Catina Simms for her bravery in helping residents out of their apartments during a fire at Federalsburg Square Apartments. Mayor Abner read the certificate and a letter from the management company for Federalsburg Square Apartments thanking Catina for her help. The Mayor and Council presented a certificate and flowers to Catina Simms.

**Matt Peter, LGIT - Liability Insurance**

Matt Peter, Executive Director from LGIT introduced himself and explained to the Mayor and Council, the services they provide the town as well as the employees.

Mr. Peter stated that a member from the LGIT staff would be contacting Town Manager Marshall soon to review all town properties and coverages. This typically happens every three years. The Mayor and Council were encouraged to contact LGIT with any questions and invited them to the annual meeting in November.

### **Lead Line Inventory Project - Award**

The Mayor and Council discussed and reviewed the three reasonable bids that were presented to the town council for the Lead Line Inventory Project. After a lengthy discussion, and based on the criteria on the RFP, a motion was made by Councilmember James, seconded by Councilmember Williamson and unanimously approved by a vote of 5 to 0 to award the Lead Line Inventory Project to Rauch Incorporated.

### **Road Paving RFP Proposals - Discussion**

The Mayor and Council discussed proposals to pave Brooklyn Ave/Gerardi Blvd. and the intersection at Morris and Park Lane. It was stated that the lowest bidder, David Bramble stated in their proposal that the company would keep the millings, and Ewing Company was the next lowest bidder and allowed the Town to keep the millings. The Mayor and Council agreed that the millings can be used in several areas around town.

After a lengthy discussion, Councilmember Williamson, seconded by Councilmember Sewell and unanimously passed by a vote of 5 to 0 to award the paving project for the Brooklyn Ave/Gerardi Blvd, and the intersection at Morris and Park Lane to Ewing company.

### **Heather Harding - MOU Federalsburg Judy Center**

Heather Harding of the Federalsburg Judy Center requested The Mayor and Council sign a memorandum of understanding to partner with the Judy Center and Caroline County Public Schools. By forming this partnership, the agencies would work together to help the children that live in Federalsburg. After a lengthy discussion, the Mayor and Council as well as Town Attorney Carly Landolfi requested more information about the Mayor and Councils responsibilities in this partnership.

### **Discussion - Contract for Speed Camera Online Payment**

Chief McDermott gave a summary of the proposed contract for the Speed Camera Online Payment System. The Chief explained that the vendor would make a direct deposit payment to the Mayor and Council each month into the general fund. This system would be up and running by August 1, 2024. After a lengthy discussion, a motion was made by Councilmember James, seconded by Councilmember Williamson

and unanimously approved by a vote of 5 to 0 to move forward with the contract for the Speed Camera Online Payment System.

### **Public Comment**

Heather Harding of Greenridge Road would like the potholes on her street to be repaired.

### **Supervisor's Reports:**

#### **Mike McDermott, Chief of Police, Reported the following:**

- Crime Rate for major crimes for the first 6 months of 2024 is down by 33%
- Property Crime so far this year; 3 burglaries, 2 vehicle thefts, and retail theft is up with citations given
- 2 misdemeanor assaults
- The department is fully staffed.

#### **Abid Khan, Superintendent Water/Wastewater, Reported the following:**

- 8 new meters were installed at Riverwalk Terrace
- Explained new state regulations and what the town needs to do to be in compliance
- Reviewed some equipment needs at the Water Wastewater Treatment Plant

#### **Eric Hall, Supervisor of Maintenance, Reported the following:**

- Out of town on vacation

#### **Nate Newsome, Code Enforce Officer, Reported the following:**

- YTD 153 property maintenance cases, 14 of which are grass related, a total of 35 untagged or unregistered vehicles 3 of which were in June and will follow up with fines for all vehicles
- Collected \$56,400 in 2024 vs. \$43,800 in 2023 for Rental Licensing Fees
- Completed Rental Inspections, 73 Units at Laurel Grove Apartments, 87 units at Federal Manor & Federal Square, and scheduling remaining apartment complexes with FSIA
- Working with the property manager, Debbie Miller at Tilghman MHP, on cleaning up the park and the SWM ponds. She has spoken with a company to rehab the ponds and has submitted a proposal. Still awaiting approval.
- Working on a letter to the 5 landlords who own rental properties on N. Main Street about the alley behind their properties. I am requesting a meeting to discuss a plan to clean and maintain the alley free from trash being dumped.

Also have discussed with the police department about installing a camera in the alleyway.

- Have issued 82 building permits so far this year. FSIA inspection fee schedule has no changes.

**Mercedes Moyer, Grants Administrator, Reported the following:**

- Grants are based on projects and she is trying to stick to grants that the town does not have to match.
- Finalized the Marina Park Grant, and the Pump Station Grant with GMB.
- Recommended to the Mayor and Council to stay with the FEMA Grant

**Committee Reports:**

**Parks & Recreation Committee, Reported the following:**

- Von Massey requested The Mayor and Council appoint Leslie Fraley to fill the vacancy on the committee. Councilmember James made a motion seconded by Councilmember Sewell and unanimously passed by a vote of 5 to 0 to appoint Leslie Fraley to the Parks & Recreation Committee.
- The Committee began with \$500 in their account and now have \$1300.06 in their account
- Raised a concern about not being able to collect money for their events. Town Manager Marshall will go back to the Auditors to get clarification about a committee collecting money from the public. The Mayor and Council will look into this and come up with a solution for collecting monies. In the meantime, Ms. Massey, Ms. Haddaway and Ms. Fraley will sponsor the events and make a donation of the proceeds to the Parks & Recreation Committee.

**Planning & Zoning Commission, Reported the following:**

- Chairperson, Mercedes Moyer resigned from the Planning and Zoning due to conflict with her paid job as Grants Administrator.
- The Mayor and Council will have a closed session at the August 5th meeting, to discuss her role and job description.

**Mayor & Council Action Items**

**Councilmember Williamson: Reported the following:**

- No comment at this time

**Councilmember James: Reported the Following:**

- We need more volunteers for the Unity Committee

- Asked for an update about Unity Day. Town Manager Kristy Marshall has secured the caterer, and is in the process of getting quotes for a bouncy house

**Councilmember Sewell: Reported the following:**

- Requested a splash pad update. Town Manager Kristy Marshall stated it will be closed until repairs from vandalism are complete and the camera is installed.
- Caroline Goes Purple would like the Town of Federalsburg to proclaim September as Opioid Awareness Month.
- She was appointed to MML Outreach Committee

**Council Member Hammond: Reported the following:**

- No comment at this time

**Mayor Abner: Reported the following:**

- Attended Enough Act in partnership with Caroline County Public Schools and the Town of Federalsburg. Reported that this partnership is qualified to receive up to \$300,00 which is a great opportunity for the Town of Federalsburg.

There being no further business, Councilmember James made a motion seconded by Councilmember Williamson and unanimously passed by a vote of five to zero to adjourn the meeting at 8:41 PM.

Respectfully Submitted,

Sandra Smith, Town Clerk