

**Mayor & Council of Federalsburg**  
**Regular Meeting**  
**Monday August 5, 2024**  
**6:00PM**

The Mayor & Council of Federalsburg held their regular monthly meeting on August 5, 2024 at 6:00 PM, in the Mayor & Council meeting room located at Town Hall. Those in attendance were Mayor Abner, Councilmembers Hammond, Sewell, Williamson and James (via Zoom), Town Manager Kristy Marshall, Town Attorney Carly Landolfi and members of the public were also present in the meeting room, as well as on Zoom..

**Public Hearing - Resolution No. 2024-04 Amending Article V of the Federalsburg Town Charter to permit the Town Manager to sign checks in the absence of the Clerk:**

Councilmember Williamson made a motion, seconded by Councilmember Hammond and unanimously passed by a vote of five to zero opening the Public Hearing for Resolution No. 2024-04 Amending Article V of the Federalsburg Town Charter to permit the Town Manager to sign checks in the absence of the Clerk.

There were no public comments.

Councilmember Sewell made a motion, seconded by Councilmember Williamson and unanimously passed by a vote of five to zero to close Public Hearing.

**Public Hearing - Ordinance No. 2024-06-Amending Chapter 197 of the Federalsburg Town Code titled, Streets and Sidewalks, to establish standards for construction, excavation, maintenance, and other activities in the Town's roads, sidewalks, and public rights-of-way**

Councilmember Williamson made a motion, seconded by Councilmember Sewell and unanimously passed by a vote of five to zero to open the public hearing - Ordinance No. 2024-06 amending Chapter 197 of the Federalsburg Town Code titled, Streets and Sidewalks, to establish standards for construction, excavation, maintenance, and other activities in the Town's roads, sidewalks, and public rights-of-way.

There were no public comments.

Councilmember Sewell made a motion, seconded by Councilmember Williamson and unanimously passed by a vote of five to zero to close Public Hearing - Ordinance No.

2024-06 amending Chapter 197 of the Federalsburg Town Code titled, Streets and Sidewalks, to establish standards for construction, excavation, maintenance, and other activities in the Town's roads, sidewalks, and public rights-of-way.

### **Call to Order**

Mayor Abner called the meeting to order at 6:22 PM. and lead everyone in the Pledge of Allegiance.

### **Welcome-Pledge of Allegiance:**

Mayor Abner led the group in the Pledge of Allegiance.

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

Councilmember Sewell made a motion, seconded by Councilmember Williamson and unanimously passed by a vote of five to zero, approving the minutes from the July 15th, 2024 Mayor and Council Workshop meeting.

### **Discussion/Approval - Resolution No. 2024-04 Amending Article V of the Federalsburg Town Charter to permit the Town Manager to sign checks in the absence of the Clerk:**

After some discussion, Councilmember Williamson made a motion, seconded by Councilmember Sewell unanimously passed by a vote of five to zero, approving Resolution No. 2024-04 amending Article V of the Federalsburg Town Charter to permit the Town Manager to sign checks in the absence of the Clerk.

### **Discussion/Approval - Resolution 2024-05 to adopt a permit to perform work in town on a town road, sidewalk, or right-of-way, and to establish a permit fee.**

Councilmember Williamson made a motion, seconded by Councilmember Sewell unanimously passed by a vote of five to zero, approving Resolution No. 2024-05 to adopt a permit to perform work in town on a town road, sidewalk, or right-of-way, and to establish a permit fee.

### **Discussion/Approval - Ordinance No. 2024-06 - Amending Chapter 197 of the Federalsburg Town Code titled, Streets and Sidewalks, to establish standards for construction, excavation, maintenance, and other activities in the Town's roads, sidewalks, and public rights-of-way**

Councilmember Sewell made a motion, seconded by Councilmember Hammond unanimously passed by a vote of five to zero, approving Ordinance No. 2024-06 - amending Chapter 197 of the Federalsburg Town Code titled, Streets and Sidewalks, to establish standards for construction, excavation, maintenance, and other activities in the Town's roads, sidewalks, and public rights-of-way.

### **Request for Letter of Support - SHA Administration for Wawa Convenience Store**

Councilmember Hammond made a motion, seconded by Councilmember Williamson and unanimously passed by a vote of five to zero, to approve the request for a letter of support to State Highway Administration for Wawa Convenience Store.

### **Appointment of New Members - Planning & Zoning Commission:**

Town Manager Kristy Marshall explained to the Mayor and Council that three residents, Ian Ferguson, Brian Gadow, and Tricia Haddaway expressed interest in becoming members of the Planning and Zoning Commission.

After some discussion, the Mayor and Council agreed to table any discussion of appointment of new members to the Planning & Zoning Commission until a later Mayor and Council meeting.

### **MOU Federalsburg Judy Center:**

Town Attorney Carly Landolfi explained the responsibilities the Mayor and Council would have in a partnership with the Judy Center.

After some discussion, Councilmember Williamson made a motion, seconded by Councilmember Hammond and unanimously passed by a vote of five to zero to approve the signing of the MOU agreement to form a partnership between the Mayor and Council and the Federalsburg Judy Center.

Heather Harding, Judy Center representative, also stated that Federalsburg is the first town to ever partner with the Judy Center, so Federalsburg made history this evening.

### **Public Comment:**

James Thomas - South University voiced his concerns about a garage that was built on the corner of University and West Central. He questioned if the property owner got a

building permit for the garage and that the location of the garage was placed on the property line. .

### **Mayor & Council Action Items**

#### **Councilmember Williamson: Reported the following:**

- Concerns regarding the wetlands area at the marina. The water is becoming stagnant in the ponds and it's a breeding ground for mosquitoes.
- Concerns about the tall grasses along the river edge - they need to be cut back from Mr. Bealls house all the way down to the marina.
- Would like add to the next Mayor and Council meeting agenda a discussion about hiring a new engineering firm to replace GMB

#### **Councilmember James: Reported the Following:**

- Would like to determine a date to discuss budget modifications and a report on ARPA
- Questioned if there will be a Homeowner Association for Riverwalk Terrace. And would like to receive documents from the developer regarding fees and what is included as part of the Homeowners Association - what the fees will cover
- Task list needs to be updated on a regular basis
- Would like to have an update about the bonding and collecting of monies through the Parks & Recreation Committee

#### **Councilmember Sewell: Reported the following:**

- Concerns about a followup with an auctioneer that the town contacted for the selling of the three town lots on University Avenue.
- Would like any details about the Chambers Park event that will be held on August 17, 2024

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

- Would like an update about the Unity Committee. Town Manager Kristy Marshall said as of right now there has only been one resident that has expressed interest in joining the committee. Kristy will be sending postcards out to advertise the Unity Day event.
- Would like a copy of the needs list that the new Water/Sewer Superintendent has created for the Water/Sewer Plant
- Would like an update on the paving of Brooklyn Avenue.

#### **Mayor Abner: Reported the following:**

- Concerns about the new laundromat building on South Main Street. She would like the Code Enforcement Officer to look into when the building will be finished.
- Concerns about the Pump rental and the installation of the the new Pump at Marina.

- Would like to have the trash can replaced in front of the old Bank of America building on Main Street

### **Request for Closed Session for Personnel Matters and Legal Advice:**

Councilmember Williamson made a motion seconded by Councilmember Sewell and unanimously passed by a vote of five to zero to go into closed session for personnel matters and legal advice at 6:56 PM.

The regular meeting reconvened at 7:49 PM

Mayor Abner reported that the Mayor and Council met in closed session from 6:56 PM to 7:49 PM with the Town Attorney to discuss personnel matters and legal advice. No action was taken.

### **Workshop - Budget Meeting**

The Mayor and Council agreed that at the September workshop, business will be limited to discussions regarding the budget, salary comparison study and ARPA funds.

### **Salary Request**

The Mayor and Council agreed to the salary increase requested by the Town Manager, effective retroactively from July 1, 2024. This amount was included in the previously adopted budget for FY 2024-25.

### **Closed Session - Personnel**

The Mayor and Council agreed to have a closed session meeting on Monday, August 19, 2024 at 5:00 pm and 5:30 pm to discuss personnel matters.

### **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 7:53PM.

Respectfully Submitted,

Sandra Smith, Town Clerk