

## **TOWN COUNCIL WORK SESSION MINUTES**

**Town Hall**

**Monday, January 26, 2015**

**1:00pm**

Mayor Scheessele, Vice Mayor Rice, and Councilman Albright met in work session on Monday, January 26 at the Town Hall. Also in attendance were Town Manager Ryan Hicks, and Town Clerk Andrea Brady.

December 22, 2014 Closed Session –During the closed session held at the end of the Work Session on December 22, 2014 the Mayor and Council approved a quality salary increase for a Town employee and discussed revision/update of the Town Manager’s employment agreement. The closed session adjourned at 2:30pm.

Chimney/Fireplace Repair: 108 Mattingly Avenue – A routine inspection was performed at 108 Mattingly Avenue on the chimney and fireplace. The technician found that the crown of the chimney is fractured and will need to be repaired. The assessment also included the recommendation for mechanical parging of the smoke chamber. Mayor and Council requested more information on the recommended work before a decision is made. Town Manager Hicks will contact the company again to get more information.

Public Works Equipment – Steve Rison has quoted Town Manager Hicks the price of \$18,000 for a 2002 F450, four door crew cab with 77,000 miles and new tires. The truck would also come with a Boss snow blade and hook up, 400lb salt spreader, leaf canopy for dump bed, and a leaf vacuum. Public Works Superintendent, Eric Woodland looked over the truck and has suggested the Town send it to Newburg Truck for an inspection, but that he feels it is an excellent purchase and a good deal. Mayor and Council are all in favor of the purchase. Town Manager Hicks will look into the funding for the purchase and a budget amendment.

Review of February Town Meeting Agenda – No changes or additions.

Roundtable:

Mayor – Mayor Scheessele reported that the MOU for the Boardwalk project has been signed and executed and received back from SHA. Gary Hodge played a role in expediting this process. Currently the Boardwalk package is being reviewed by the Federal government for their concurrence, and then the Town should receive notification to put the project out for bid. The review process normally takes 6 to 8 weeks so the Town can anticipate receiving something in the next couple weeks. Once the Town is able to advertise for bid and the preliminary decision is made for award, the information will be sent to the State for their concurrence. Mayor Scheessele asked for an update on the sign that was seen at the old CVS/Superfresh buildings about new management and renovations. Town Manager Hicks had no additional information at this time on the sign but he has spoken with Daniel Ely and there is a development group interested in the location. Town Manager Hicks plans to speak with Gary Hodge to see if he would like to contact the Ely family for more information or he will himself. Mayor Scheessele asked for information on the building site on Strauss Avenue. Town Manager Hicks explained that he is licensed out of Virginia and he was given a heads up by Eric Woodland that the land tends to be very wet this

time of year but he continues to bring more heavy equipment onto the lot. Dave Dixon has purchased the Weaver property and he anticipates that it will be 60 to 90 days before he is able to get onto the property and clean it up.

Vice Mayor – Vice Mayor Rice received an email from Evie Hungerford inviting Mayor, Council and Town Manager Hicks to a luncheon on February 5 at noon for Comptroller Franchot. Mrs. Hungerford also included a list of needs/tasks which the Town will complete what time will allow prior to the luncheon, other items on the list will not be able to be completed that quickly. Mrs. Hungerford requested that Mayor and Council arrive 20 minutes prior on the day of the luncheon. Due to scheduling conflicts Mayor Scheessele and Councilman Albright will not be able to attend. Vice Mayor Rice, Town Manager Hicks and Gary Hodge will attend the luncheon.

Councilman – Councilman Albright requested an update on when the meeting with Carole Fonfara from the Hall at Huntingtown will be held. Due to schedule conflict for Mayor and Council during the first week of February the meeting will be held on Tuesday February 10 at 1pm. Councilman Albright asked if there were any updates on the retirement program. Town Manager Hicks reported that at this time Ginger Foster has still been unable to get a quote from the State.

Town Manager – Town Manager Hicks has received several emails from Karen Williams that require a response from Mayor and Council. Karen is in the process of setting up quarterly meetings for the Mayor and Council with the Sheriff and she needs available dates. The meetings will be held in the early evening at the pavilion. Mayor and Council are available March 3, 4, 10, or 11, June 2, 3, 9, or 10, and September 1, 2, and 9. The Sheriff's Department got a quote for an empty speed camera cabinet for \$5,719. It was the consensus of the Mayor and Council that they would prefer putting in a slab and becoming part of the County's speed camera rotation. Vice Mayor Rice suggested that the Town could use their portion of the proceeds to pay for extra duty officers. Mayor and Council requested that speed camera rotation be added to the agenda for the first quarterly meeting. Mr. Blake has requested use of the pavilion at a reduced rate to hold a birthday party for former Councilwoman Margie Posey. Mayor and Council agreed that since it is policy that all private events pay full price no adjustment will be made. After Councilman Albright did the initial leg work to have Sara Gray perform at the 4<sup>th</sup> of July festivities, Karen was able to get a contract. The contract is \$1200 and it would include a 3 hour performance from 6pm to 9pm. Town Clerk Brady will put the contract in the dropbox for further review by Mayor and Council. An email was received from Cynthia Jackson and Curtis Smith in reference to using multiple Town facilities for summer camps. Mayor and Council requested to have Ms. Jackson and Mr. Smith scheduled for the February work session to further review the request and get additional information.

Town Clerk – Town Clerk Brady asked Mayor and Council about requested listings for a home occupation and a church outside of the Town limits on the website. It was decided that the Town will not list home occupations at this time and all listings on the website will be limited to churches within the Town limits. Mayor and Council agreed to list HughesNet on the utility page of the website.

Mayor Scheessele made a motion to move into closed session. Vice Mayor Rice seconds the motion. The work session adjourned at 2:10pm and Mayor and Council moved into a closed session.

  
Andrea Brady, Town Clerk