

TOWN COUNCIL WORK SESSION MINUTES

Town Hall

Tuesday, February 24, 2015

1:01pm

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.

January 26, 2015 Closed Session --During the closed session held at the end of the Work Session on January 26, 2015 the Mayor and Council discussed alternatives for acquisition of real property for public benefit, and discussed the amendment of terms in the renewal of the Town Manager's employment agreement. Mayor and Council determined changes to salary and severance package. The closed session adjourned at 3:30pm.

4th of July Fireworks Display – The Town received two proposals, from Innovative Pyrotechnic Concepts, LLC, and Fireworks Extravaganza. IPC proposes a \$15,000 display of 3,000 shots set to music. Fireworks Extravaganza proposes a \$15,000 display of 5,000 shots. The Town has used Fireworks Extravaganza for the past 4 or 5 years and they have consistently put on a good display. IPC has been in business in the area for 8 to 10 years but this is the first time they have approached the Town with a proposal. Mayor and Council agree to move forward with the proposal from Fireworks Extravaganza and asked Town Manger Hicks to look into a 1 year contract with 4 one year options and Mayor and Council is willing to accept a reasonable increase on cost each year.

All American Refuse & Recycling Proposal – Town Manager Hicks received a 3 year proposal from All American Refuse & Recycling. The Town has had very few issues since they have been handling the recycling program and they are a good company. They are willing to continue service for 3 years at the same price. Mayor and Council agreed to move forward with the proposal. Town Manager Hicks will have a grass service proposal for the next work session.

PNC Bank – The new Senior Business Banker for the region, Brian Slagle met with Mayor and Council to introduce himself and get an update on the Town's service from PNC and offer further services. Gwen Roth Rock has Mayor and Council sign new signature cards for the American Funds account. Town Manager Hicks and Finance Officer Ginger Foster will look into the terms of the account to find out if the Town still needs it or if the funds could be put into a different type of account.

IT Kidz USA, LLC: 2015 Summer Camps – Curtis Smith, Cynthia Jackson, and Margaret Johnson of IT Kidz USA, LLC came in to discuss an email they sent to Town Clerk Brady and Karen Williams at the end of January requesting use of Town facilities for summer camps and classes. Mr. Smith and Ms. Jackson provided background information on the IT Kidz Company as well as a listing of classes and camps and a breakdown of class pricing. There would be 1 counselor to every 10 children per state guidelines. At this time IT Kidz is requesting the use of the Senior Center for weekend classes and the Pavilion for camps during the week. They need a space large enough for 15 to 20 people, but they provide all supplies and the classes would not

require use of the Senior Center's internet access. Town Manager Hicks shared some of the Town's concerns including scheduling conflicts in the Pavilion and the issue of man power and the cost of overtime. Mayor and Council would like to see this type of program in the Town and will have to look into it further. Karen Williams feels that the weekend classes in the Senior Center would be a possibility but the main issue will be the Pavilion. Councilman Albright will contact his church to find out about potential use of their accessory building for the camps and classes. Karen Williams will prepare a schedule for Town Manager Hicks for the 8 weeks IT Kidz is requesting to show any potential scheduling conflicts if Mayor and Council do decide to allow use of the Town's facilities.

Resolution 03-01-15: Board of Elections Members Appointment – Mayor and Council reviewed the resolution to appoint members to the Board of Election Supervisors and agreed to move present and adopt the resolution at the March Town Meeting. Mayor Scheessele mentioned a bill that is going through the assembly to lower the requirements for referendum. MML is opposing the bill.

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

Roundtable:

Mayor – None

Vice Mayor – None

Councilman – Councilman Albright requested the Town look into parking issues that are taking place on River Watch Boulevard. Residents are parking in the circle at the roundabout causing traffic issues. Town Manager Hicks will find out who the residents are that are parking there and send out notices. Councilman Albright asked for an update on State retirement for town employees. Town Manager Hicks stated that at this time they still have not gotten back to the Town with the requested information.

Town Manager – Town Manager Hicks requested dates and times that Mayor and Council will be available for budget sessions. After a brief discussion the first budget session will be held on Tuesday March 3rd at 1pm. Further dates and times will be decided at the March 3rd meeting. Town Manager Hicks will have Finance Officer Foster dropbox and email summary reports prior to the meeting. Town Manager Hicks reported that there is still a leave issue in Public Works that as this point cannot be resolved. Public Works is down to an 8 man crew and the Town cannot afford to approve their leave. Mayor and Council discussed possibly extending the use or lose date or looking into buying back some of the leave. Due to the small size of the crew the employees are beginning to feel frustrated. Town Manager Hicks expressed a need to provide some incentive to the core group of employees. Mayor Scheessele asked Town Manager Hicks to run the numbers to tell what would be needed for an annual crew to allow use of leave. Town Manager Hicks recently spoke with Karen Williams about the scheduling of the pavilion and other event/pavilion issues. During the meeting they came up with the idea of looking into the Lackey High school program to get additional help for Karen. The Town used to take part in the intern program. Town Manager Hicks will meet with Mr. Short to get further information and find out if the Town can take part in the program again. The Town will need to do a budget

amendment sometime in the future for the truck purchase; Town Manager Hicks and Ginger Foster are looking into the available funds.

Town Clerk – Town Clerk Brady asked Mayor and Council to consider going digital for the Town Smoke Signals newsletter. There have been numerous occasions where residents have said they throw the Smoke Signals away without looking at it. The Town undergoes a considerable expense and a lot of hours to put the newsletter together and get it mailed. If the Town did the Smoke Signals digitally it would be available via email or on the Town's website, and residents who do not have internet access could call the Town Hall to request a printed copy. Town Clerk Brady spoke with David Elder from the treatment plant and verified that the consumer confidence report does not have to be printed in the newsletter. It can be mailed out, or published in the Maryland Independent and made available on the website. In order to get the word out about the change it could be put on the sign as you come into Town, put on the website, and announced at Town Meetings. Mayor and Council agreed to move forward with the Smoke Signals being digital next quarter.

Mayor Schessesle adjourned the work session at 3:09pm.


Andrea Brady, Town Clerk