

**Galena Mayor & Council Meeting
April 1, 2019 Minutes**

The Meeting was called to order by Mayor John Carroll, Jr. at 7:10 PM p.m. on Monday, April 1, 2019.

Those in attendance were Mayor, John Carroll, Council Members' Harry Pisapia, Jackie Duhamell, Bert Piasecki and Frank Bogdan. Also in attendance, Town Attorney, Tom Yeager, Treasurer, Barbara Shaw, Town Facilities and Zoning Coordinator, Kathie Billmire, Clerk, Pam McCoy, and Kent County Sheriff Department, OFC Sean Maloney.

Motions

Approval of the January 7, 2019, Closed Session Minutes: **Council Member Duhamell motioned to accept the January 7, 2019 closed session minutes as written, Council Member Piasecki second motion, all present were in favor. Motion carried.**

Approval of the February 4, 2019, Minutes: **Council Member Duhamell motioned to accept February 4, 2019 minutes as written, Council Member Pisapia second motion, all present were in favor. Motion carried.**

Approval of the March 4, 2019, Minutes: **Council Member Duhamell motioned to accept March 4, 2019 minutes as written, Council Member Pisapia second motion, all present were in favor. Motion carried.**

Approval of Nancy Robson as Member to Election Board: **Council Member Duhamell motioned to appoint Nancy Robson as a member of the Election Board, Council Member Pisapia second motion, all present were in favor. Motion carried.** Mayor Carroll sworn Nancy Robson in as member to the Election Board.

Approval or Rejection Ordinance #2019-01; To Amend Town's Parking Regulations: **Council Member Piasecki motioned to accept Ordinance #2019-01; To Amend Town's Parking Regulations Council Member Duhamell second motion, all present were in favor. Motion carried.**

Approval or Rejection Ordinance #2019-02; To Amend Town's Property Maintenance. **Council Member Pisapia motioned to accept Ordinance #2019-02; To Amend Town's Property Maintenance. Council Member Bogdan second motion, all present were in favor. Motion carried.**

Approval of John Fuddy as the Town part-time maintenance position: **Council Member Pisapia motioned to accept by John Fuddy to the Town's part-time maintenance position. Council Duhamell second motion, all present were in favor. Motion carried.**

Resolution 2019-03 read into the record by Mayor Carroll; Keeping of backyard chickens in R-1 Single Family Residential District of the Town of Galena: **Council Member Duhamell motioned to pass the Resolution 2019-03. Council Member Piasecki second the motion, all were in favor except Council Member Pisapia with a nay. Motion carried.**

Ordinance 2019-03; for the Record Mayor Carroll introduced; Keeping of Backyard Chickens in R-1 Single Family Residential District of the Town of Galena: copies will be available for the public at Town Hall with words in red type were Planning and Zoning Committee's recommendations and proposed for amendment. Advertise for Public Hearing.

Treasurer's Report: February Expense Activity without Capital Expenditures is 66.66% of the Year, General Fund is 53.57%, Sewer Fund is 66.22% and Water Fund is 70.01% of budget. The Volunteer Fire & Rescue Services Municipal Grants was split by three (3) funds and will be adjusted to reflect as such. February Bank balances: General Fund-\$445,988.86, Sewer Fund-\$536,287.51 and Water Fund-\$50,225.24, Totals \$1,032,492.61.WWTP Update: MDE Funding-Treasurer, Barbara Shaw reported waiting on signatures final summary sent to Ryan, who will submit closing package to USDA. Once request is signed off then payments can be submitted to MDE and the County. Wayne Claims Deduction (local income tax calculated incorrectly) recalculation to check in June. **Approval of the Treasurer's Report as presented: Council Member Piasecki motioned to approve the Treasurer's Report as presented, Council Member Duhamell second motion, all present were in favor. Motion carried.**

Approval of Kenneth and Amy Fowler, 124 Cedarwood Drive for one time credit \$484.19 plus anything over for first quarter. **Council Member Bogdan motioned to the approval of the credit. Council Member Piasecki second motion, all present are in favor. Motion carried.**

Approval of McCrone-Proposed Engineering CO #5 for additional services provided during post-construction phase of the project, McCrone's request associated with RFPs at the WWTP that are being done outside of Bearing's contract. 3 RFP's were issued: wash pad, hand rail and fence for engineering and management: **Council Member Duhamell moves to approve McCrone's CO #5 up to \$22,800.00, Council Member Pisapia seconds motion, all present are in favor. Motion carried.**

Approval of April 1, 2019 Audio Minutes: **Council Member Duhamell motioned to the approval of April 1, 2019, Audio Minutes; Council Member Pisapia, second motion. All present were in favor. Motion carried.**

Adjournment: **Council Member Piasecki motioned to adjourn the meeting; Council Member Duhamell second motion, all present were in favor. Motion Carried.** Meeting was adjourned at 8:54p.m.

Recommendations/Comments:

Special Galena Police Patrol: Ofc Sean Maloney advised that special services were used in March of \$154.56 leaving a balance of \$4,681.43. 1 hr. Foot Patrol, 3 hrs Vehicle Patrol, 10 Traffic Warnings, and 4 Traffic Citations.

MES Water/Sewer Report: The Mayor reported the Water Treatment Plant had no violations for March. Total average daily flow 34,567 gallons. MES staff conducted quarterly meter readings. The Wastewater Treatment Plant had one BOD violation for this month of March. The result was one point over the monthly maximum allowed amount. Cause was due to sloughing of the denite filters. Additional washing of the filters was increased. Washing can remove beneficial bacteria, removing nitrogen in the filters. Unsure if this is a fineable violation, to be reviewed by MDE. Total average daily wastewater flow was 33,322 gallons.

MES staff added degreaser to the Jarman pump station. 7.30 tons of sludge removed to landfill for month of March. This amount is over the limit. MES has been advised that if over weight limit occurs again, someone else will be disposing sludge to prevent any possible fines or violations that could go against the driver who holds the CDL. SBR tanks sporadically are bleeding ammonia. MES staff continue to adjust cycle times, adjust MLSS growth and are feeding additional amounts of nitrifier assimilators. The assimilators are good microorganisms that their primary job is to eat up ammonia and nitrates. Mayor reported on MDE - Violations Fine which Sharon Talley and Harry Hunsicker have rejected to extend our response time to allow collection of data, change consent order and SEP plan to be produced which they are requiring. Council agrees to challenge correspondence letter by due date of April 10, 2019. Content of letter shall request meeting with enclosure of previous correspondents and copy our council, delegates and senator. Water Meter Project- MES contract up in June, the Town is asking for six (6) month extension, once Water Meter Project is complete, The Town will explore bid options from operators, comparing competitive prices and services. Positives with MES service is their 24 hour service, however cumbersome issues have been arising. Water Towers, Gas Chlorine to Sodium Hypochlorite Conversion Completed, AECOM Inspections-Completed with notification received from Chris Rogers.

Grants, Events & Proclamations

MDE Grant WSG 08.15 Water Meter Replacement-construction replacement project was approved from bidder Ferguson Waterworks in the amount \$135,937.00

KCI-Water Meter Projects: Town of Galena accepted bidder Ferguson Waterworks contract awarded in the amount of \$221,565.00. We need to reach out to a qualified water meter inspector for finalization. Qualifications of MES to receive agreement in writing for final sign off of each unit to forward to USDA.

McCrone-Galena Wastewater Collection System: (57 connections). The manhole on Hemlock Ct. was located by Mr. Rooter on 1/23/19 at a cost of \$1,250.00. The manhole had been unknowingly paved over and an inspector was not available on site. Bramble gave us a quote of \$7,650.00 to uncover manhole. Reviewing two (2) more bids that came in lower. The sealant will be covered under current agreement. To this date, no hookup connections in Georgetown. Another meeting to be held April 8, 2019 at 10am.

AP WIRELESS- Antennas on Tower #3, we received revised plans from NB+C, Tessia Knight per our request. Awaiting for MDIA to review these plans. Warren Walters, Maintenance Coordinator contacted Kent County, April Bitter of their IT Dept. to see if the current antennas owned by the county on Tower #3 can be quickly removed. April Bitter advised to contact NB+C for their cooperation to work together in removing the antennas for this project. Pressing contract price from Tessia Knight, she has only been able to give us a price of \$1500.00 for yearly maintenance and need this for budget. \$1500.00 is being received for tower maintenance.

DHCD-Community Legacy \$50,000.00. Our resident at 136 N. Main St. has completed project with entrance door and rain gutters. Receipts will be submitted for reimbursement. Next three (3) applicants will be completed by fall 2019.

Delmarva Power-LED Streetlights. Phase 2 with 20 more streetlights to be changed out to LED lights between May and June 2019 with no cost to the town.

MEA-MSEC: Maryland Energy Admin-MD Smart Energy Community-Agreement was signed for \$25,000.00 grant and awaiting documentation upon receipt. This will be put towards changing the office lighting to LEDS and Dogwood trees.

Park & Tree & Rec Update-Keeping Maryland Beautiful- Clean Up and Green Up Maryland Grant in the amount of \$4,000.00. Park & Tree committee will be working with Galena Elementary School to spruce up their school and our town by adding recyclable trash cans and planters.

DNR-Community Parks and Playground-Restroom Update- waiting for Frank Kamm.

Kathleen Billmire, TFZC Reported that Permit was issued 3/8/19 for 114 S. Main St. where renovation to Galena Elementary School entrance to create a man trap which is an enclosure or small room having two separate sets of interlocking doors for guests to come in and then be buzzed into the building. Two violations still outstanding and certified mail has been mailed to 102 N. Main St. for architectural seal plans and permit fee and at 104 S. Main St., for untagged vehicle. All other code enforcements and violations have come in to compliance. Pending is the work to be done on sinkhole at 116 N. Main St. once weather breaks. New road signs have been ordered. Draft Zoning Ordinance is at 75% completed. Sub-division and Comprehensive plan is on hold.

Mayor's Report:

Upper Shore Regional Council- Mayor Carroll and Kathleen Billmire TFZC attended. Letter received granting Town to receive up to \$15,000.00 to be put toward the planning support of the Comprehensive Plan in hopes that it would cover consultant costs.

Meeting was held with Republic Trash Services their fee will be going up slightly, approximately fifty cents per year. The Town will be putting bids out in May to stay competitive.

Maryland Rural Water Association in Ocean City where Kathleen Billmire and Warren Walters will attend. The Mayor may join them if his schedule allows.

MML Conference June 23-26, Treasurer, Shaw finalizing reservations.

Proclamations: Fair Housing Month, Arbor Day and Dogwood Festival Family Day: Mayor read into the record.

Gary Robson has a Dogwood tree he would like to donate to the town. Treasurer, Barbara Shaw suggests we receive a value amount for the tree for cappa purposes to put towards application.

Kathleen Billmire, TFCPZ to attend Academy of Excellence, one of the requirements for Banner City. Any council member is welcome to enroll and attend classes.

Town Election to be held May 14, 2019, two council seats to be filled. April 15, 2019 is the deadline for candidates to file.

Town of Galena received Tree City USA Award.

Annual Dogwood Festival sponsored by the Galena Volunteer Fire Department to be held on May 18, 2018. A parade is scheduled, with many vendors and a rain date for Sunday, May 19, 2019

Follow up with County, waiting on proposal for IT Services once a comparison report has been compiled. Mayor and Council would like to vote as soon as possible. County Commissioners will meet in June for approval with MOU to be drafted. Tom Yeager, Attorney for Town explains MOU is an agreement where either party upon notice to the other can get out of an agreement for any reason with full disclosure without any penalty. Clarification needed for hosting fees. Great opportunity for Galena to initiate Pilot Program with County IT services.

Respectfully submitted,

Pamela L. McCoy

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Clerk

