

**Galena Mayor & Council Meeting
May 6, 2019 Minutes**

The Meeting was called to order by Mayor John Carroll, Jr. at 7:48 PM p.m. on Monday, May 6, 2019.

Those in attendance were Mayor, John Carroll, Council Members' Harry Pisapia, Jackie Duhamell, 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, Lt. Dennis Hickman Sean Maloney. Not present for the meeting Council Member Bert Piasecki.

Motions

Approval of minutes from the Public Hearing from April 1, 2019: **Council Member Pisapia motioned to accept the April 1, 2019 public hearing minutes as written, Council Member Duhamell second motion, all present were in favor. Motion carried.**

Approval of the April 1, 2019, Minutes: **Council Member Bogdan motioned to accept April 1, 2019 minutes as written, Council Member Duhamell second motion, all present were in favor. Motion carried.**

Approval or Rejection Ordinance No. **2019-03; for the Record Mayor Carroll introduced; To Amend the Town's Zoning Ordinance in** Keeping of Backyard Chickens in R-1 Single Family Residential District of the Town of Galena for small scale non-commercial purposes and to provide procedures for permits and regulations for the keeping of backyard chickens: Amendments to include on Page 3 of the proposed Ordinance No. 2019-03 letter e and f replacing the word 'building' to be changed to the word "structure" in three difference places. On page 3 section i, subsection (ii) will remove in the first paragraph, "The adjacent property owners will send their responses to the Zoning Coordinator, thus keeping disapproving responses in confidence to avoid neighborhood conflicts". And under (i) adding to the last line, "Any work done shall be in accordance with the zoning ordinance to the criteria set forth in the zoning ordinance". Page 4, number 2, letter c) No more than five (5) chickens to be changed to six (6). On page 5, number 2 letter (v), second line shall be stricken, "There are many solutions for deterring burrowing predators.". Section P added if the Ordinance changes for reason no longer benefits the town that licensee does not get to keep what they have, residences will not be grandfathered in and if found in violation will have license revoked and unable to renew and will read as follows, "A permit shall not be renewed or shall be issued under this ordinance or considered to be a non-conforming use in the event of this ordinance is subsequently repealed". **Council Member Duhamell motioned to approve Ordinance No. 2019-03 as amended, Council Member Bogdan second motion, all were in favor except Council Member Pisapia with a nay. Motion carried.** Ordinance No. 2019-03 goes into effect in twenty (20) days. Pending is the issue to resolve permit fees and permit fees for annual license.

Resolution 2019-04 read into the record by Mayor Carroll; Permit Fee Schedule: **whereas A. License and zoning permit for backyard chickens, a yearly renewal \$100.00. B. An accessory structure for backyard chickens \$100.00 yearly renewal. Providing effective date 5/26/2019 and as further discussed with changes to amend the words 'City Council' to 'Town Council' and related to "a backyard chicken"** shall be amended to "backyard chickens" Accessory structure shall be known as and shall be changed to, "Accessory structure and any fencing associated there with for backyard chickens. **Council Member Duhamell motioned to pass Resolution 2019-04 with amendments. Council Member Bogdan second the motion, all present were in favor. Motion carried.**

Approval to authorize Mayor John T. Carroll, Jr. and Kathleen Billmire to meet with Kent County Public Works to discuss services required for a backup for operations to Wastewater and Treatment Plant and to back up our operator whom which the Town of Galena will advertise for position of Wastewater Treatment Plant & Water System Operator within salary range to accept the authorization to discuss required services needed as a backup with Kent County Public works and for the Town of Galena to advertise for position of Wastewater Treatment Plant & Water System Operator within certain salary range. **Council Member Bogdan second motion, all present were in favor. Motion carried.**

Treasurer's Report: March Expense Activity without Capital Expenditures is 48.67% of the Year, General Fund is 60.35%, Sewer Fund is 79.18% and Water Fund is 77.15% of budget. March Bank balances: General Fund-\$400,753.93, Sewer Fund-\$536,346.84 and Water Fund-\$50,231.64, Totals \$987,332.41. WWTP Project Update: Still awaiting to hear from Teri regarding payout. **Council Member Bogdan motioned to accept Treasurer's report. Council Member Duhamell second motion, all present were in favor. Motion carried.**

Approval to authorize Barbara Shaw, treasurer to be bonded with Chesapeake Employer's Insurance-Workman's Comp. Bond for Treasurer: **Council Member Duhamell motioned to approve Treasurer, Barbara Shaw to receive Workman's Comp Bond as required by Town of Galena Charter, Council Member Bogdan second motion, all present were in favor. Motion carried.**

Approval to authorize the amount of \$16.00 for the purchase of ESAM dinner ticket for our Town Attorney, Tom Yeager for this year's MML Summer Convention. This is the split cost shared between all four town's: **Council Member Pisapia motioned to approve the cost of \$16.00 toward dinner ticket for the Town Attorney , Tom Yeager, Council Member Duhamell second motion, all present were in favor . Motion carried. Barbara Shaw, Treasurer** is awaiting registration information for ESAM dinner for the MML Summer Convention in Ocean City June 23rd-26th.

Approval of May 6, 2019 Audio Minutes: **Council Member Pisapia motioned to the approval of May 6, 2019, Audio Minutes; Council Member Duhamell, second motion. All present were in favor. Motion carried.**

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

Grants

Planning and Zoning Coordinator, Kathleen Billmire reported McCrone-Galena Wastewater Collection System: Ryan wrote up RFP scope of work which Teri has signed off on May 1, 2019. 201 Maplewood/vacant house water main break 55,000gal. Invoice sent to Bramble.

Located 2 man hole on Hemlock 4 bids fixing manholes, D. McHenry will be doing work \$3500 to remove 2 4x4 sidewalks, dig up manhole, risers and pour concrete.

MDE Grant for Water Meter Replacement: Received approval USDA, Eric Detrole as our water inspector.

New Water meters delivered to the town. MDE penalties from April 4 sent certified letter w/fine remainder of \$8,625.00 to be hopefully applied SEP Project additional fine paid \$1250.00 This was fixed under warranty however took two weeks to arrive so now Town will take up with Bearing, another problem with Bearing is electrical problem which town is working on.

AP Wireless-Warren involved with the removal of the tower 3. 3 Tenants and hand-held radios

Kent Co IT &. When towers need painting, antennas need to be removed so we are asking and working on deal with AP Wireless to do this. 4/17 AP wireless wanted to check tower 3 lead paint check, we informed them this has been painted by corrosion control and there is no lead paint however they need to perform their own tests(state law requirement). AP Wireless has requested 50/50 split however Town argues what is stated in the original contract.

Sustainable Community Façade Grant Program update for Fiscal year 20/20 Façade Program Asking for review committee for applicants.

Keeping Maryland Beautiful Grant: Park and Tree Committee working with Galena Elementary students and agreement made with local business in supporting us to keep flower pots watered and trash containers that students painted around town.

Citation on untagged vehicle which has tall grass. Complaint made of rodents was inspected with no results. On 406 Jarmon Ave. resident replaced culvert that proceeded to do work without Miss utility markings and was notified of the potential danger involved.

Recommendations/Comments:

MES Operations & Maintenance Est. FY 19/20 Budget to be held off til next month and vote at June meeting. Introduction and Approval of Budget FY 19/20 Ordinance No. 2019-04 will be ruled on at a later time.

Proclamation Mental Health Awareness Month of May, Mayor read into the record.Christina Catalano advocate for Mental Health Awareness present.

MES Water/Sewer Report: The Mayor reported the Water Treatment Plant had no violations for April. Total average water daily flow 37,643 gallons. Total average daily wastewater flow was 28,600 gallons. 10.63 tons of sludge removed to landfill for month of April.

Introduction of the Budget FY 19/20 Ordinance No. 2019-04: Introduced by Barbara Shaw, Treasurer, and read into the record the **Ordinance No 2019-04 for Budget FY 19/20. Treasurer, Barbara Shaw reviewed the proposed busget, Total General fund \$450,280.00; Constant Yield FY 20 Tax Rate .0024%(per \$100); Total Water Fund Budget \$147,743.00; Total Sewer Budget \$357,480.00.** Note found from last year added a public utility tax for Verizon and Delmarva as .60 (per \$100) maximum. A Public Hearing will be held next month.

Nancy Williams, First Vice President of the Galena Lions & Glen is the President of the Lions Club have a comment: Sunday, May 19 have a social at the Town Hall, Golf Tournament

Have raised \$60,000.00 and donations to support local scholarships, schools, youth programs, volunteer fire company and many others.

Gary Robson 111 West Cross Street, Parks & rec committee spoke as to structure of committee members needing more volunteers and expand possibly with more help and interest through Facebook and website an in newsletter. Clarification of committee is to be made up of 4-members: 3 citizens and 1-council member.

Treasurer, Barbara Shaw reported update for One-Time credit for resident Kimberly Payne, Jarmon Avenue received an additional credit of \$1,431.00 between the fourth quarter and the first quarter giving her a total onetime credit of \$3,901.67.

Residents Ken and Amy Fowler, 124 Cedarwood Drive update received a letter first quarter usage was not at base rate and notified they will receive an additional credit.

SAM (System for Awards Management) is a requirement for federal funding, renewed annually and has been completed on and activated on May 2, 2019 with notification sent to Teri at USDA. Updates were made to receive future information through info for Town email. LGIT (Loss Control Credit Survey) is not required, however this allows credits towards insurance. This was completed on April 23, 2019. Invoice for Water leak on Maplewood sent to David Bramble, Inc.

MRWA training in attendance will be Warren Walters and Kathleen Billmire.

Respectfully submitted,

Pamela L. McCoy

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Clerk

