

Galena Mayor & Council Meeting
October 5, 2020 Record of Motions/Minutes

The meeting was called to order by Mayor John Carroll at 7:00 p.m. on Monday, October 5, 2020.

Those in attendance were Mayor: John Carroll, Council Members: Francis Bogdan, John Duhamell; Sarah Merrell, and via phone Albert Piasecki. Also, in attendance: Town Attorney: Tom Yeager, Maintenance & Facilities Coordinator: Warren Walters; Treasurer & HR Coordinator: Barbara Shaw; Grants & Zoning Coordinator: Kathleen Billmire and Clerk: Audrey Erschen.

Motions:

Approval of September 8, 2020 Minutes **Council Member Bogdan motioned to approve the August 3, 2020 minutes; Council Member Merrell seconded the motion; all present were in favor. Motion carried.**

Approval of application for DHCD Façade Home Improvements Grant **Council Member Merrell motioned to approve the application for DHCD Façade Home Improvements Grant; Council Member Duhamell seconded the motion; all present were in favor. Motion carried.**

Approval of application for Keeping Maryland Beautiful Grant **Council Member Merrell motioned to approve the application for Keeping Maryland Beautiful Grant; Council Member Bogdan seconded the motion; all present were in favor. Motion carried.**

Approval of Treasurer's Report: **Revenue report for August** with 16.66% of Budget not including Capital, General Fund is 5.43% of budget, Sewer Fund is 6.32% of budget, and Water Fund is 0% of budget. **Expense Report for August** with 16.66% of budget, not including Capital, General Fund is 13.39%, Sewer Fund is 16.77% and Water Fund is 18.54% of budget. **August Bank balances:** General Fund \$386,048.17; Sewer Fund \$628,328.12; Water Fund \$50,326.37 with a total balance of \$1,064,702.66. **Bank Registers for August** (PNC/Peoples Checking) **WWTP Project Funding:** USDA Approval-25th-06Grant will be submitted once all invoices for equipment purchased have been paid. This should be the final submission to USDA that will clear off balances the balances. KC 30% Grant of \$26,700.90 will be submitted to KC for reimbursement pending invoices for equipment purchased with USDA's contingency funds. Marino's invoice still pending due to completion of work. **Water Meter Project Funding:** Ferguson Water meter project invoice #5-\$26,604.05 with CO#5 (Decrease of \$2450.00). USDA Approval-Funding noted above. MDE-WSG 08.15 Grant Req.#4-\$26,662.76 will be submitted to MDE for reimbursement this week. USDA signed final pay app from Ferguson September 16th. **Council Member Duhamell motioned to approve the Treasurer's Report; Council Member Bogdan seconded the motion; all present were in favor. Motion carried.**

Close Session **Council Member Merrell motioned to suspend Regular meeting to go into closed session for Personnel Matters. Council Member Duhamell seconded the motion. All present were in favor. Motion carried. 8:16 p.m. Open Regular Meeting at 8:29 p.m.**

Council authorized Mayor Carroll to move forward with the employee pay increase as discussed.

Approval of October 5, 2020, Audio Minutes: **Council Member Merrell motioned to approve of the October 5, 2020, Audio Minutes. Council Member Duhamell seconded the motion. All present were in favor. Motion carried.**

Adjournment: **Council Member Merrell motioned to adjourn the meeting; Mayor Carroll seconded the motion; all present were in favor.** Meeting was adjourned at 8:30 p.m.

Reports as submitted

Maintenance & Town Facilities:

Warren Walters reported on the Kent County's September 2020 Water & Wastewater Report as submitted. He also submitted a Work Report, Safety Inspection. He shared a **Restroom Update, COVID-19 Update, New Generator Update, New Communications Equipment for Tower # 3, 4, Jarman Ave Pump Station, and the WWTP**

Grants & Zoning:

Kathleen Billmire submitted Contracts, Grants, and Zoning-Code Enforcement and Permits Highlights. Also, a **Letter of Recommendation from the Planning and Zoning Commission for the Land Subdivision Ordinance 2020.** She also reported on **Town Hall Construction, Georgetown Connections, Mueller System/WaterSmart Systems. Zoning: Schedule Fees on hold, Comprehensive Plan, Data Centers, and Hazard Mitigation Plan.**

Grants: CARES Act, CP&P Comfort Station, CP&P Walking Path, DHCD, KMB, MSEC-MEA, and Delmarva Power/EV Smart.

Treasurer:

Barbara Shaw reported **BRF Exemptions, Status W/W/Brf/Trash Customers, Highway User Revenue Report-FY2020 Update, AP Wireless-AT&T Rent, Audit Prep/Auditor Update, Claim-Storm in August Update/Restroom, LGIT's 33rd Annual Meeting - Virtual October 22-23, 2020, Employee Workmen Comp Audit Update, Deferral of Social Security Tax Withholdings.**

Respectfully Submitted,



Audrey M. Erschen
Clerk