

**Town of Galena
Mayor & Council Meeting
Monday, October 4, 2021
7 PM Meeting
Record of Motions/Minutes**

The meeting was called to order by Mayor John Carroll at 7:03p.m. on Monday, October 4, 2021.

Those in attendance were Mayor: John Carroll, Council Members: Sarah Merrell and Justinian Dispenza. Also, in attendance: Maintenance & Facilities Coordinator: Warren Walters, Grants & Zoning Coordinator: Kathleen Billmire, Treasurer & HR Coordinator: Barbara Shaw, and Clerk: Audrey Erschen, Town Attorney: Tom Yeager.

Absent: Council Members: John Duhamell, and Tyler Carpenter

Motions:

Approval of September 7, 2021, Mayor & Council Meeting Record of Motions/Minutes **Council Member Dispenza motioned to approve the September 7, 2021, Mayor & Council Meeting Record of Motions/Minutes as amended; Council Member Merrell seconded the motion; all present were in favor. Motion carried.**

Motion to create a fund to allocate \$25,000 for Non-Profits in the area to apply for a grant for CoVid losses. **Council Member Dispenza motioned to create a fund to allocate \$25,000 for Non-Profits in the area to apply for a grant for CoVid losses. Council Member Merrell seconded the motion: all present were in favor. Motion carried.**

Motion to approve moving forward with the application for the Forever Maryland Grant. **Council Member Merrell motioned to move forward with the application for the Forever Maryland Grant. Council Member Dispenza seconded the motion; all present were in favor. Motion carried.**

Approval of Treasurer's Report: Revenue Report-August-Report attached
16.66% of Budget not including Capital, General Fund is 4% of budget, Sewer Fund is 6.12% of budget, and Water Fund is 2% of budget. Expense Report-August-Report attached
16.66% of Budget not including Capital, General Fund is 12.91% of budget, Sewer Fund is 15.66% of budget, and Water Fund is 25.99% of budget. Bank Balances-August-Report attached
General Fund-\$820,294.79, Sewer Fund-\$631,591.69, Water Fund-\$50,366.55, Total Balance on hand-\$1,502,253.03 Bank Registers-August (PNC Checking Accounts)-Reports attached
Council Member Dispenza motioned to accept the Treasurer's Report as written; Council Member Merrell seconded the motion; all present were in favor. Motion carried.

Approval of September 7, 2021, Audio Minutes: **Council Member Merrell motioned to approve of the October 4, 2021, Audio Minutes. Council Member Dispenza seconded the motion. All present were in favor. Motion carried.**

Adjournment: **Council Member Merrell motioned to adjourn the meeting; Council Member Dispenza seconded the motion; all present were in favor. Meeting was adjourned at 8:45 p.m.**

Reports as submitted

ARPA Funding – The Mayor shared that a decision was made with staff to do this every couple of months/quarterly unless there is an emergency. Discussion ensued regarding setting up a grant program for non-profits or small businesses. Moving forward information/quotes will be gathered and we will either do a special meeting or workshop to review these items.

Maintenance & Town Facilities: Report as submitted

Warren Walters reported on the Kent County's September 2021 Water & Wastewater Report as submitted.

He also submitted a Sludge Report, Work Report, and Maintenance Overview. He shared updates on, Covid-19, ARPA expenditure status, and informed the Mayor & Council that Ray Horney came in and calibrated the effluent flow meter. The effluent and influent flow meters will be calibrated every year on the same schedule at Kent County. MDE inspected the WWTP with minor documentation concerns sited that will be corrected by KC. A special note was made on how clean and maintained and was impressed with how the Town of Galena is being proactive in upgrading the WWTP. Exploratory dig will begin tomorrow at the sink hole site near Division St. Lindstrom and AECOM will be present. Flow testing will occur on October 19th & 20th. Coppage Paving will be in town next week to seal the parking lots and walking paths.

Mark Shaw, resident at 403 Jarman Ave, expressed concerns regarding the fact that his neighbor's meter is in his yard. Two meters on one side or the other of the property line and possibly on a shared lateral. Mayor Carroll requested Maintenance Department put together a list of addresses where this is an issue, then go out with a contractor to look at the problem areas then get pricing on remedying the issue.

Grants & Zoning:

Kathleen Billmire Town, Zoning, & Grant report as submitted. She shared highlights on the Walkability Project (Olivet Hill, Toal Park, & Georgetown), Park Signs, and, Water/Sewer Usage; Zoning: 113 N Main -Text Amendment – Mini-Storage Unit, Comprehensive Plan – Kick-Off, Surveys #1, #2, & #3; Grants: Forever Maryland Grant, Green Up & Clean Up. Council Member Merrell asked about the property on Seminary that had code violations, and for a definition of abutting trees. Mrs. Billmire indicated there have been improvements to issues at the property and that the Town received a complaint from KCPS about low hanging trees hitting the school buses.

Mayor's/Council Report:

Mayor Carroll highlighted the following: Proclamation for Energy Efficiency Day, follow-up on 911 Remembrance Day, Galena Appreciation Day, Upcoming Holiday lighting and activities. The mayor gave the floor to Council Member Merrell to discuss speed awareness signage.

Treasurer:

Barbara Shaw presented the Treasurer's report. Other items she addressed: Status of Delinquent Accounts-W/S/Brf/T Customers, ARPA Funding Update, Chesapeake Employers Insurance Audit, Audit FY20/21, Highway User Revenue Report-FY 2021.

Meeting/Event Schedule

Park & Tree Meeting October 18, 2021, 6:00PM

Planning & Zoning Meeting October 18, 2021, 6:00PM

COG Meeting, Wednesday, October 20, 2021, 12PM Virtual
Veteran's Day Ceremony, November 11, 2021

Good of the Town

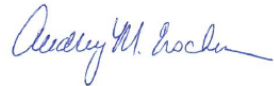
Walk Maryland Day, October 6

Halloween Trick or Treat, October 31, 5:30pm-8:30pm

Town Office Closed December 23, 2021, for Christmas Day

Town Office Closed December 30, 2021, for New Year's Day

Respectfully Submitted,

A handwritten signature in blue ink that reads "Audrey M. Erschen". The signature is written in a cursive style with a long horizontal flourish at the end.

Audrey M. Erschen

Clerk

11/01/2021