

January 8, 2018

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The regular meeting of the Pocomoke City Mayor and Council was held in the Council Chambers at City Hall on Monday, January 8, 2018. The meeting was called to order at 6:30 P.M.

Present: Acting Mayor Esther Troast  
Council Members: Diane Downing, Brian Hirshman,  
Dale Trotter, George Tasker  
City Manager Robert L. Cowger, Jr  
City Attorney Roscoe Leslie  
City Clerk: Carol L. Sullivan

Review Minutes:

In a motion (Trotter, Hirshman passed) to approve the minutes of the January 8, 2018 meeting.

Review and approval of bills:

In a motion (Tasker, Trotter passed) the bills presented to be paid. (Copy of bill list attached to original minutes).

Ms. Stacey Wiesner, of Discovery Center to ask for a waiver on loan balance.

This item was postponed until next meeting.

Appoint members to the City's Board of Election Supervisors for two-year term beginning February 2018:

Acting Mayor Troast recommended Curtis Milbourne, Patty Forbush, Larry Fykes, Grace Holland, Sylvia Fletcher, Corey Dean, and Alan Butler.

In a motion (Downing, Trotter passed) to appoint Curtis Milbourne, Patty Forbush, Larry Fykes, Grace Holland, Sylvia Fletcher, Corey Dean, and Alan Butler to the City's Board of Election Supervisors for a two-year term beginning February 2018.

Second Reading Resolution No. 512 to amend Chapter 3 of Employees handbook:

Acting Mayor Troast read for the record.

A RESOLUTION OF THE MAYOR AND COUNCIL OF POCOMOKE CITY, MARYLAND  
TO AMEND CHAPTER 3 OF EMPLOYEE HANDBOOK POLICES TO ADD  
COMPENSATORY TIME EXEMPT EMPLOYEES

In a motion (Tasker, Hirshman passed) to amend Chapter 3 of Employees Handbook to add compensatory time exempt employees.

Consider request from Assateague People of Delmarva for use of Cypress Park for Pow Wow on May 17-21, 2018:

After some discussion this item was tabled until next month. City Manager Cowger stated that he would get with Public Works and have a report for next meeting as what has been done in the past.

Discuss the closing of Winter Quarters Golf Course:

Acting Mayor Troast asked for comments from the Council.

Councilman Trotter asked how many memberships does the Golf Course have?

Golf Course Director Ken Bolon stated that he wasn't sure of the membership total, but he knew that it had dropped in the past couple of years.

Acting Mayor Troast asked City Manager Cowger for membership total.

City Manager Cowger stated that in fiscal year 2013-14 there was 40 members, 21 were Pocomoke residents and 19 were out of town; in fiscal year 2014-15 there was 38 members; 20 were Pocomoke residents and 18 out of town; in fiscal year 2015-16 there was 28 members, 16 Pocomoke residents and 12 out of town; in fiscal year 2016-17 there were 21 members, 10 Pocomoke residents and 11 out of town; this year there is 17 members with 10 Pocomoke residents and 7 out of town. In the last five years it's gone from 40 members to 17 members.

Acting Mayor Troast asked City Manager Cowger for a financial report on the golf course.

City Manager Cowger stated that the report has for the last five years comparing the revenues to expenditures. The first four years the Club house and golf course were lumped together. This year the revenue \$39,983 the Club House expenses is \$29,898.83 and golf course maintenance expenses are \$64,986 this gives a net lose of \$55,091 for the first six months.

Councilman Trotter asked why it took so long to get the grant started. He stated this has been talked about in April. He wanted to know where the ball may have been dropped, as he thought that the Historic committee would have been further along than, as here it is in January and the application is still not completed.

Mr. Jim Covington stated at the last meeting he shared with the Council that the application would be complete. It is not a yes or no application, this is a complete detail application, with complete specs of all areas, drawings of all areas, put to scale. We have a Doctor who is actually working on this process and another lady from Wilmington that have both applied for Historic Registry in the past. This is not their full-time job. His full-time job is a Professor at University of Maryland of Eastern Shore. Carol Stroh will share with you what his comments were the other day. He is on track, everything is completed with the Log Cabin portion of the application, he is finishing up the writing of the golf course portion. We have not drug our feet on this, this does not happen at a snap of your fingers. Mr. Covington stated that they have been working on the application pretty hard. Mr. Covington stated that John Litton

had presented marketing plan for the golf course, five pages how many of those things were carried through. He stated that he never saw a bill board or nothing on Chincoteague's website. Even though there were less members revenue was up it's the most it's been in the last five years.

Councilmember Tasker said that the City had allotted \$4,000 for advertising for the last six months.

Councilman Trotter stated that the City could not control what Chincoteague put on their website; he said that the City had asked Chincoteague to but that they didn't. The City did put it on our website. There was an entire section of nothing but the golf course.

Ms. Carol Stroh, 344 Winter Quarters Drive, Pocomoke City, MD. Ms. Stroh that the community was invested in the golf course. When she was before the Council in May she stated that this would not happen quickly, as there is a lot of documentation that needs to be completed. She stated that the committee must prove to the State that it is true and not hear say on the application. It takes time to research and get all the documentation to prove that the golf course should be registry on the National Historic Registry. She asked the Council to keep a positive attitude, that the agenda having such negative statement. The Log Cabin needs so much work, how do you rent it with no air conditioner, the kitchen needs to be remodeled, the bathrooms need to be remodeled She thinks that maybe the Boy Scouts or Girl Scouts could do some of the work as a community project. She thinks they are very close to having the grant application completed and she would like to keep the course open, as she feels that it can be saved.

Mr. Will Stevenson, Winter Quarters, Pocomoke City, MD. When you gave us six-months, it was to his understanding to make progress, not to break even. He thinks that it has made substantial progress. If you close now, you will need to refund half the membership money. Having insurance, heat, electricity, and cutting grass will exceed \$38,000 for the next six-months. The insurance will cost double on a building that is vacant than occupied. In the last six-months the play at the golf course improved 71% over fiscal year 2016/17. The income for the first six months was up 80% over the budget amount of income for the last six-months. Expenses were down 3.6% the loss is 28% better than budgeted for, so progress is being made. No one expected it to turn a profit in six-months. If they had another six-months to work on and they can get the membership up to 40 members, there would be \$20,000 income. If golf and cart fees would increase by 10% that add another \$2,800, if you saved another 2.5% on expenses that would save another \$3,400 add everything together that would be \$31,000 less than you budgeted to spend anyway. A lot of people said they were going to join, well they didn't do it. He asked for another six-months. He stated that he didn't have a copy of the deed in his hand when he spoke to them in March. I know that the information in his written notes that it could not be used any commercial business for 100 years after 1979. I had been told by my family that it had to stay as a public golf course and that's wrong. You can't sell it as a commercial golf course. If you agree to give them the extra six-months to make improvements and it doesn't make any in excess of what \$38,000, he would give \$25,000 towards the loss. He believes the golf course and the community deserves to have the application completed to see if they are

available to receive grants or not. If they fail to complete any of things successfully within the next six-months he would join the parade to close the golf course.

Mr. Jim Covington asked if the Log Cabin could be used if the golf course was closed.

Mr. Stevenson stated that the Log Cabin could not be used if golf course was closed.

Mr. Jim Covington, 26 Greenway, Pocomoke City, MD. He asked if this was going to be a trend, to close everything in town that was not making a profit. That includes Cypress Park, tennis courts, docks, Nature Trail, the gardens that we have do they produce a profit. The Elks Club, Lions Club and Pocomoke High School, asked them if they made a profit. The money they make goes back into this community. Think about that when we start closing something is that a trend.

Mr. Duane Durham, 2817 Stockton Road, Pocomoke City, MD when comparing the revenue and expenses did anybody take into consideration that last September when it flooded there was no play at the golf course.

Acting Mayor Troast asked Attorney Leslie if he had time to review the deed.

Attorney Leslie stated that he would like to go over with them in closed session for legal advice.

Councilman Tasker stated that it was in his District, he had so many comments about do you run the City as a business or personally. His personal feelings are that he does not want to see the golf course close, but on the business aspect it needs to be closed. In the last five years that he has been a Councilman it has lost around \$500,000, that it has taken away from the City. If a business is not making the profit it needs to make to keep open they close the business. It is a tough decision on the City.

Acting Mayor Troast stated that she had lived in Pocomoke for approximately 50 years, the golf course closing has weighed heavily on her mind. She sees the benefit that Mr. Covington speaks about the non-profit organizations making money and giving back to the community. When she ran for office she made a promise to herself and the citizens of Pocomoke to make sound, educated decisions. There are some that she didn't like to make but she had to make, there has been some that she has lost sleep over, but she still made the decision that she feels benefits the entire City. With that being said she is looking at the closing as a business venture. She stated that there were pressuring issues, they had inherited problems going on that needs attention, the streets needed to be repaved and sometimes decision have to be made that you don't want to make. Acting Mayor Troast asked for a motion to close the golf course. She stated that this saddens her but it is something that has to be done.

In a motion (Hirshman, Trotter passed) to close the golf course. Tasker, aye; Downing, nay; Trotter aye; Hirshman aye. There was a 3-1 vote to close. Acting Mayor Troast stated that she would like for the committee to continue to pursue to make the golf course on the National Historic Registry.

Finance Director Janet Wilson to discuss budget amendments and six-month budget update:

Finance Director Wilson stated that the City Manager worked to amend the budget. Stated that there were several members that have been in the hospital that has left the health line item in the negative of \$162,000 for the first six-month; the prior city manager was also the attorney, so we now have legal fees that we had to budget; there were three employees that retired this year that was not budgeted which cost us \$42,000; the restaurant closed which cost us \$30,000 to purchase the equipment that was still in the building. City Manager Cowger and herself went line item by line item to make cuts and balance the budget. The City sold some old equipment during the last six months to help offset some of the expenses. The general fund from last year is up \$256,000; ambulance fund is up \$15,000; Water and Sewer fund has decreased by \$54,000 compared to this same time last year. If we remain on track we should get through the fiscal year as it is written.

Councilman Tasker thanked Finance Director Wilson for working hard on the budget.

In a motion (Trotter, Hirshman passed) to approve the amended budget as proposed. (Original is attached to the minutes).

Approve Emergency Res. No. 513 to renew balloon mortgage from Calvin B. Taylor Bank:

Acting Mayor Troast read for the record Res. No. 513 to renew balloon mortgage from Calvin B. Taylor Bank.

WHEREAS, the Mayor and Council of Pocomoke City wish to renew a balloon mortgage from Calvin B. Taylor Bank in the amount of \$164,461 for the of real property at 2 Riverside Drive.

In a motion (Hirshman, Downing passed) to approve Emergency Res. No. 513 to renew a balloon mortgage from Calvin B. Taylor Bank in the amount of \$164,461. Tasker, aye; Downing, aye; Trotter, aye; Hirshman aye.

Authorize Acting Mayor to sign contract of pending timber sale:

City Manager Cowger stated that the City had some timber ready to be harvested. The revenue would be used for long-term expenditures, not to balance the budget. Allinder Forestry Services gave a proposal of \$155, 100, it will be sold to Paul Jones Lumber. There were only two different bidders. This is a fair and good price for the timber. They will pay in three installments and would have up to one year to cut the timber. The proceeds would be designated to street paving.

In a motion (Trotter, Hirshman passed) to sell the timber to Paul Jones Lumber for \$155,100, receiving three installments for payments and Paul Jones Lumber will have up to one-year to remove the timber.

Frank Daniels, Director of Water and Wastewater to discuss:

A. Clarke Ave. Water Plant repair:

The rehab project has been completed. The sand is different than what we had, so we are considering removing the fluoride. The dentist supply fluoride to the

children and it is in tooth paste. The sand has been replaced, all media filters and all valves have been replaced. Last month the highest iron coming out of the plant was .10.

City Manager Cowger said that we are 100% positive that the best water the City can produce is coming out of the well/plant. Any water that is bad now is because of pipes. That's why we are replacing the pipes. We are on the right track now.

Councilman Tasker stated that he is seeing an improvement from his water, and he lives in the Heights.

B. MDE nitrogen output report:

Water and Wastewater Director Daniels said that this is the first year that the City has met the nutrient requirements for the river, it had not been met since the plant was built. It is 4 mg/l and 3 mg/l of phosphorus. He was happy that it was better than 4 mg/l, it was 3.3 mg/l. That makes the City eligible for a grant from DNR in the amount of \$30,000.

Councilwoman Downing asked if we have applied for it yet?

Director Daniels said that at the end of December's final report is submitted, they will take that report and submit the grant. We should receive the payment sometime in April.

C. IOREX- Pilot Program:

Director Daniels stated that this is a pilot program, this will transfer electrons between metals and water at the molecular level. When water passes through the IOREX, it generates static electricity due to surface friction with a special carbon inside the device, removing the outer electrons of the water molecules and thus the very cause of corrosion. This will help the iron in our pipes. We would like to try this out in a couple of places in the Heights.

City Manager Cowger stated that this company saw our water problem on t.v. They invited us to attend a seminar in Washington, D.C. This is an overseas company. They have them in hotels and smaller areas where they treat water. They are interested in having a pilot program with the City. We will be the first municipality trying this. These units that will be installed on the water lines. Under this pilot program the units will be \$45,000 each, they have records where they have been installed for over 20 years. The pilot program they will furnish two of these, we will do the installation, and give them \$30,000 deposit. Considerable testing will take place and after six-months if there is not any improvements they will take them out and give the city the money back.

City Manager Cowger stated that they will continue to replace the pipes just in case this doesn't work. We will also continue to look for grant money, if we

receive grant money, we will replace all the pipes. This is the new state-of -the art program. He recommended this for approval.

In a motion (Tasker, Downing passed) to authorize City Manager Cowger to sign a contract with IOREX for a water-treatment system in the amount of \$30,000.

City Manager Cowger stated that this will be installed by the end of January.

Dan Brandiwie, Housing Department, to discuss building code standards; First Reading on Ordinance No. 437:

Housing Director Brandiwie reviewed proposed Chapter 147 to the City Code regarding vacant and blighted buildings. This ordinance will allow us to send out a notice to property owners, asking them to register the property and ask the owners to provide a maintenance plan to the City and make sure they stick to it. He stated that there will be a public workshop on Wednesday, January 10, at 4:30 hoping to get public input.

Acting Mayor Troast read for the record, Ordinance No. 437.

AN ORDINANCE OF THE MAYOR AND COUNCIL OF POCOMOKE CITY  
ORDAINING AND ADDING “CHAPTER 147 – Vacant and Blighted Building Ordinance” TO  
THE POCOMOKE CITY CODE

INTRODUCED BY: Acting Mayor Esther Troast on behalf of the City Council

AN ACT to add Chapter 147- Vacant and Blighted Building to the Pocomoke City Code.

A. The purpose of this chapter is to establish a mechanism to protect residential and commercial neighborhoods from becoming blighted through lack of adequate maintenance and to ensure the security of vacant properties.

B. The provisions of this chapter are in addition to and not in lieu of any other applicable provision of the Pocomoke City, Code of Ordinances.

Comments from Council:

Councilman Tasker thanked the Public Works Department for their hard work and long hours removing snow during our recent blizzard.

City Manager Cowger stated the Public Works worked 14 hours Thursday, 14 hours Friday, and 12 hours Saturday. On Sunday a pipe burst and they worked an additional 6 hours repairing the pipe. He stated that he worked side by side and he never heard one employee complaining from our employees.

Councilwoman Downing stated that she liked the new front door.

Acting Mayor Troast stated that we needed a drop box for the water bills.

City Manager Cowger stated that it is on its way. The Post Office is getting us a mail box that we will put beside the door and that will be our new drop box. They are donating it to the City.

Councilman Trotter commended the employees during the storm and personally thanked them for pulling him out twice. He stated that the City Manager was out there working on the front loader and he deserves as much commendation as they do.

Councilman Hirshman announced that he would not be running will not be running for a second term, for personal reasons.

Acting Mayor Troast announced that she has filed for her second term, and hopes to get the support that she needs. Also, she said that she was only keeping the seat warm for Mayor Morrison that she had no desire to be Mayor.

Councilman Tasker said that on January 19 there will be a "Pancake Dinner" at Salem United Methodist Church for Mayor Morrison and family. Please pass the word.

Acting Mayor Troast said there will also be a silent auction, if you have anything that you would like to donate for the auction.

Comments from Audience:

There were no comments from the audience.

Following a motion by Councilman Trotter and seconded by Councilwoman Downing, the Council voted to meet in a closed session at 8:01 P.M. in the Council Chambers. Present were Acting Mayor Troast, Councilman Hirshman, Councilman Trotter, Councilman Tasker, Councilwoman Downing, City Manager Cowger, City Attorney Leslie, and City Clerk Carol Sullivan. The Mayor and Council to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Approved: January 22, 2018

Carol L. Sullivan

Carol L. Sullivan  
City Clerk





City of Pocomoke, MD

# 3 My Open Payable Report

As Of 01/19/2018

Summarized by Payable Account

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Payable Account:</b> <u>81-020-20101 - ACCOUNTS PAYABLE</u>							
<b>Vendor:</b> <u>AT0508</u> <u>INV0001280</u>	<b>A T &amp; T/CAROL STREAM</b> POLICE ONE NET SERV	01/17/2018	71.24	0.00	0.00	0.00	71.24
						<b>Payable Count: (1)</b>	<b>71.24</b>
<b>Vendor:</b> <u>AE0650</u> <u>330959</u> <u>INV0001283</u>	<b>A. E. MOORE JANITORIAL</b> CITY HALL PAPER PRODUCTS POLICE DEPT PAPER PRODUCTS	01/17/2018 01/17/2018	170.74 467.01	0.00 0.00	0.00 0.00	0.00 0.00	170.74 467.01
						<b>Payable Count: (2)</b>	<b>637.75</b>
<b>Vendor:</b> <u>AD0587</u> <u>INV0001285</u>	<b>ADT SECURITY SERVICES</b> FINAL PAYMENT FOR ALARMS @ WELLS	01/18/2018	371.06	0.00	0.00	0.00	371.06
						<b>Payable Count: (1)</b>	<b>371.06</b>
<b>Vendor:</b> <u>AD8944</u> <u>INV0001282</u>	<b>ADVANTECH, INC.</b> SERV CALL/PVC ID CARDS	01/17/2018	759.20	0.00	0.00	0.00	759.20
						<b>Payable Count: (1)</b>	<b>759.20</b>
<b>Vendor:</b> <u>AL6596</u> <u>INV0001278</u>	<b>ALARM ENGINEERING</b> POLICE DEPT FIRE ALARM	01/17/2018	285.75	0.00	0.00	0.00	285.75
						<b>Payable Count: (1)</b>	<b>285.75</b>
<b>Vendor:</b> <u>AP7000</u> <u>802011</u> <u>INV0001279</u>	<b>APM DELMARVA TERMITE &amp; PEST CONTROL</b> LOG CABIN MONTHLY PEST CONTROL POLICE STATION MONTHLY PEST CONTROL/TERMITE RENEW.	01/17/2018 01/17/2018	34.65 199.20	0.00 0.00	0.00 0.00	0.00 0.00	34.65 199.20
						<b>Payable Count: (2)</b>	<b>233.85</b>
<b>Vendor:</b> <u>AR9822</u> <u>95369523</u>	<b>ARROW INTERNATIONAL, INC.</b> CASE OF NEEDLES	01/17/2018	550.00	0.00	0.00	0.00	550.00
						<b>Payable Count: (1)</b>	<b>550.00</b>
<b>Vendor:</b> <u>ASCAP</u> <u>INV0001298</u>	<b>ASCAP</b> ACCT # 500816914	01/19/2018	348.00	0.00	0.00	0.00	348.00
						<b>Payable Count: (1)</b>	<b>348.00</b>
<b>Vendor:</b> <u>HM9310</u> <u>INV0001269</u>	<b>ASSOCIATED INSURANCE CENTERS INC.</b> FIRE DEPT INS PREM	01/17/2018	2,804.00	0.00	0.00	0.00	2,804.00
						<b>Payable Count: (1)</b>	<b>2,804.00</b>
<b>Vendor:</b> <u>AT0507</u> <u>INV0001281</u>	<b>AT&amp;T/ATLANTA</b> POLICE LONG DISTANCE	01/17/2018	12.37	0.00	0.00	0.00	12.37
						<b>Payable Count: (1)</b>	<b>12.37</b>
<b>Vendor:</b> <u>BE0810</u> <u>INV0001258</u>	<b>BEAUCHAMP CONSTRUCTION</b> DELMARVA DISCOVERY CENTER/REPAIR DOWNSPOUT	01/16/2018	117.36	0.00	0.00	0.00	117.36
						<b>Payable Count: (1)</b>	<b>117.36</b>
<b>Vendor:</b> <u>BMI</u> <u>INV0001303</u>	<b>BMI</b> MUSIC/PERFORMANCE LICENSE	01/19/2018	349.00	0.00	0.00	0.00	349.00
						<b>Payable Count: (1)</b>	<b>349.00</b>
<b>Vendor:</b> <u>ME6250</u> <u>INV0001294</u>	<b>CARTER PROFESSIONAL SERVICES, LLC</b> BILLING SERVICES	01/18/2018	3,657.61	0.00	0.00	0.00	3,657.61
						<b>Payable Count: (1)</b>	<b>3,657.61</b>
<b>Vendor:</b> <u>CE2050</u> <u>INV0001268</u>	<b>CEZOA/CODE ENFORCEMENT DIVISION</b> MEMBERSHIP MML CODE ENFORCEMENT	01/17/2018	25.00	0.00	0.00	0.00	25.00
						<b>Payable Count: (1)</b>	<b>25.00</b>
<b>Vendor:</b> <u>CO2350</u> <u>INV0001259</u> <u>INV0001293</u> <u>INV0001301</u>	<b>COMCAST</b> MONTHLY COMCAST BILLS CITY HALL HIGH SPEED INTERNET EMS INTERNET/TV	01/16/2018 01/18/2018 01/19/2018	637.42 19.95 171.60	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	637.42 19.95 171.60
						<b>Payable Count: (3)</b>	<b>828.97</b>
<b>Vendor:</b> <u>CO5466</u> <u>INV0001261</u>	<b>CONSTELLATION NEWENERGY, INC.</b> WINTER QTRS	01/16/2018	37.46	0.00	0.00	0.00	37.46
						<b>Payable Count: (1)</b>	<b>37.46</b>
<b>Vendor:</b> <u>CR8888</u> <u>INV0001260</u>	<b>CRAIG'S DRUG STORE, INC.</b> OXYGEN FOR EMS	01/16/2018	105.00	0.00	0.00	0.00	105.00
						<b>Payable Count: (1)</b>	<b>105.00</b>
<b>Vendor:</b> <u>DP1000</u> <u>ADP20192</u>	<b>DPSCS-POLICE &amp; CORR. TRAINING COMM.</b> 2017 DIGEST	01/18/2018	85.00	0.00	0.00	0.00	85.00
						<b>Payable Count: (1)</b>	<b>85.00</b>
<b>Vendor:</b> <u>FE3231</u>	<b>FERGUSON ENTERPRISES, INC</b>						
						<b>Payable Count: (1)</b>	<b>95.48</b>

**My Open Payable Report**

As Of 01/19/2018

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<a href="#">0431042</a>	METER PIT RISERS	01/19/2018	95.48	0.00	0.00	0.00	95.48
<b>Vendor:</b> <a href="#">FE3300</a>	<b>FESCO EMERGENCY SALES</b>					<b>Payable Count: (1)</b>	<b>114.38</b>
<a href="#">18-0116</a>	REPLACE TAG AND MARKER LIGHTS FOR AMBULANCES	01/19/2018	114.38	0.00	0.00	0.00	114.38
<b>Vendor:</b> <a href="#">FLEET</a>	<b>FLEET SAFETY EQUIPMENT, INC</b>					<b>Payable Count: (1)</b>	<b>200.00</b>
<a href="#">165199</a>	SIREN BOX #102	01/17/2018	200.00	0.00	0.00	0.00	200.00
<b>Vendor:</b> <a href="#">GA4000</a>	<b>GALLS LLC</b>					<b>Payable Count: (1)</b>	<b>603.33</b>
<a href="#">008962162</a>	MCGEE/NEW HIRE SUPPLIES	01/18/2018	603.33	0.00	0.00	0.00	603.33
<b>Vendor:</b> <a href="#">GE4040</a>	<b>GEORGE, MILES &amp; BUHR, LLC</b>					<b>Payable Count: (4)</b>	<b>8,146.38</b>
<a href="#">0061906</a>	ENGINEER ON CALL SERVICES	01/18/2018	601.57	0.00	0.00	0.00	601.57
<a href="#">0062094</a>	SEWER PLANT UPGRADE/REHAB	01/18/2018	6,307.50	0.00	0.00	0.00	6,307.50
<a href="#">0062130</a>	CLARK AVE PS REHAB	01/18/2018	997.31	0.00	0.00	0.00	997.31
<a href="#">0062131</a>	ON CALL SERVICES	01/18/2018	240.00	0.00	0.00	0.00	240.00
<b>Vendor:</b> <a href="#">GI4050</a>	<b>GIBBONS AUTO PARTS</b>					<b>Payable Count: (1)</b>	<b>271.79</b>
<a href="#">INV0001292</a>	MONTHLY STM	01/18/2018	271.79	0.00	0.00	0.00	271.79
<b>Vendor:</b> <a href="#">GROFF</a>	<b>GROFF TRACTOR MID ATLANTIC, LLC</b>					<b>Payable Count: (1)</b>	<b>50.25</b>
<a href="#">BI63326</a>	LATCHES	01/18/2018	50.25	0.00	0.00	0.00	50.25
<b>Vendor:</b> <a href="#">HI4700</a>	<b>HILLS ELECTRIC</b>					<b>Payable Count: (1)</b>	<b>164.45</b>
<a href="#">0087536</a>	FLEX COUPLING/HEREL COUPLINGS	01/19/2018	164.45	0.00	0.00	0.00	164.45
<b>Vendor:</b> <a href="#">HO4800</a>	<b>HOLT PAPER AND CHEM CO</b>					<b>Payable Count: (1)</b>	<b>292.69</b>
<a href="#">S7122201/POC FIRE</a>	FIRE DEPT CLEANING SUPPLIES	01/19/2018	292.69	0.00	0.00	0.00	292.69
<b>Vendor:</b> <a href="#">IN5232</a>	<b>IIMC</b>					<b>Payable Count: (1)</b>	<b>185.00</b>
<a href="#">INV0001264</a>	CITY CLERK MEMBERSHIP DUES	01/16/2018	185.00	0.00	0.00	0.00	185.00
<b>Vendor:</b> <a href="#">ST7999</a>	<b>INFORMATION TECHNOLOGY &amp;</b>					<b>Payable Count: (1)</b>	<b>49.00</b>
<a href="#">AB7-11-434</a>	LOGON ID'S FOR DISPATCHERS	01/18/2018	49.00	0.00	0.00	0.00	49.00
<b>Vendor:</b> <a href="#">BA0630</a>	<b>INTERNATIONAL OF DELMARVA</b>					<b>Payable Count: (1)</b>	<b>242.28</b>
<a href="#">INV0001265</a>	AMB REPAIR PARTS	01/16/2018	242.28	0.00	0.00	0.00	242.28
<b>Vendor:</b> <a href="#">JO3339</a>	<b>JOHN FUNK JR., INC.</b>					<b>Payable Count: (2)</b>	<b>975.50</b>
<a href="#">28772</a>	CONTACTOR FOR BNR REPAIRS	01/17/2018	827.75	0.00	0.00	0.00	827.75
<a href="#">28774</a>	BAD CONVERTER BOARD	01/17/2018	147.75	0.00	0.00	0.00	147.75
<b>Vendor:</b> <a href="#">LO5780</a>	<b>LOCAL GOVERNMENT INSURANCE TRUST</b>					<b>Payable Count: (1)</b>	<b>359.00</b>
<a href="#">115872</a>	ADD NEW STREET SWEEPER TO INS.	01/17/2018	359.00	0.00	0.00	0.00	359.00
<b>Vendor:</b> <a href="#">MA6599</a>	<b>MARYLAND WATER QUALITY FINANCING AD</b>					<b>Payable Count: (1)</b>	<b>45,721.76</b>
<a href="#">18080</a>	LOAN/BNR/UV UPGRADE/RT 13 EXT/WATER METER UPGRAD	01/18/2018	45,721.76	0.00	0.00	0.00	45,721.76
<b>Vendor:</b> <a href="#">MI6320</a>	<b>MIDWAY CHEVROLET, INC.</b>					<b>Payable Count: (1)</b>	<b>59.95</b>
<a href="#">393644</a>	#107/OIL CHANGE/TIRE ROTATION	01/18/2018	59.95	0.00	0.00	0.00	59.95
<b>Vendor:</b> <a href="#">MOTOR</a>	<b>MOTOROLA SOLUTIONS</b>					<b>Payable Count: (1)</b>	<b>744.00</b>
<a href="#">803641</a>	GUN RACK FOR NEW TAHOE & CHARGER	01/18/2018	744.00	0.00	0.00	0.00	744.00
<b>Vendor:</b> <a href="#">NO5698</a>	<b>NORTHEASTERN SUPPLY</b>					<b>Payable Count: (1)</b>	<b>62.70</b>
<a href="#">1833307</a>	FLOAT SWITCH	01/17/2018	62.70	0.00	0.00	0.00	62.70
<b>Vendor:</b> <a href="#">ON6921</a>	<b>ONE CALL CONCEPTS, INC</b>					<b>Payable Count: (1)</b>	<b>37.62</b>
<a href="#">7126129</a>	MONTHLY MS UTILITY TICKETS	01/17/2018	37.62	0.00	0.00	0.00	37.62
<b>Vendor:</b> <a href="#">PA7200</a>	<b>PASCO, INC.</b>					<b>Payable Count: (1)</b>	<b>53.90</b>
<a href="#">506798</a>	BATTERY FOR POWER STRETCHER/A1	01/18/2018	53.90	0.00	0.00	0.00	53.90
<b>Vendor:</b> <a href="#">PA7116</a>	<b>PAYCE</b>					<b>Payable Count: (2)</b>	<b>575.42</b>
<a href="#">870106</a>	PAYROLL	01/18/2018	209.83	0.00	0.00	0.00	209.83
<a href="#">INV0001288</a>	PAYROLL	01/18/2018	365.59	0.00	0.00	0.00	365.59

**My Open Payable Report**

As Of 01/19/2018

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Vendor:</b> <a href="#">CL9888</a> <a href="#">INV0001287</a>	<b>PENINSULA CLEANERS</b> POLICE DRY CLEANING	01/18/2018	216.00	0.00	0.00	0.00	<b>216.00</b>
<b>Payable Count: (1)</b>							<b>216.00</b>
<b>Vendor:</b> <a href="#">PO7150</a> <a href="#">INV0001289</a>	<b>POCOMOKE CITY VOL FIRE CO</b> PCVFD 25% FOR COMMUNITY CENTERS GAS	01/18/2018	508.42	0.00	0.00	0.00	<b>508.42</b>
<b>Payable Count: (1)</b>							<b>508.42</b>
<b>Vendor:</b> <a href="#">QU7290</a> <a href="#">8726497</a> <a href="#">3884357</a>	<b>QUILL CORP.</b> POLICE OFFICE SUPPLIES INK CARTRIDGES	01/16/2018 01/19/2018	347.93 105.99	0.00 0.00	0.00 0.00	0.00 0.00	<b>453.92</b> 347.93 105.99
<b>Payable Count: (2)</b>							<b>453.92</b>
<b>Vendor:</b> <a href="#">RU5411</a> <a href="#">313</a> <a href="#">317</a> <a href="#">318</a> <a href="#">324</a> <a href="#">329</a> <a href="#">332</a>	<b>RUSTY MERRITT</b> EMAILS/PHONE CALLS TO NEWEGG/REPAIRS POLICE COMPUTER REPAIRS LAB COMPUTER NOT WORKING POLICE COMPUTER REPAIRS MONTHLY WEBSITE MAINT RESET ESTHER'S TABLET	01/17/2018 01/17/2018 01/17/2018 01/17/2018 01/17/2018 01/19/2018	150.00 100.00 50.00 50.00 200.00 100.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	<b>650.00</b> 150.00 100.00 50.00 50.00 200.00 100.00
<b>Payable Count: (6)</b>							<b>650.00</b>
<b>Vendor:</b> <a href="#">SESAC</a> <a href="#">757173</a>	<b>SESAC</b> PERFORMANCE/MUSIC LICENSE	01/19/2018	417.00	0.00	0.00	0.00	<b>417.00</b>
<b>Payable Count: (1)</b>							<b>417.00</b>
<b>Vendor:</b> <a href="#">SH8125</a> <a href="#">INV0001273</a>	<b>SHARP ENERGY</b> WALMART LIFT STATION GENERATOR	01/17/2018	5.47	0.00	0.00	0.00	<b>5.47</b>
<b>Payable Count: (1)</b>							<b>5.47</b>
<b>Vendor:</b> <a href="#">SH8745</a> <a href="#">INV0001299</a>	<b>SHORE SCAN SOLUTIONS</b> City clerk digital retention	01/19/2018	95.00	0.00	0.00	0.00	<b>95.00</b>
<b>Payable Count: (1)</b>							<b>95.00</b>
<b>Vendor:</b> <a href="#">SM6599</a> <a href="#">11214755</a>	<b>SMART GRAPHICS DESIGN, INC.</b> GOLF ADS	01/17/2018	320.00	0.00	0.00	0.00	<b>320.00</b>
<b>Payable Count: (1)</b>							<b>320.00</b>
<b>Vendor:</b> <a href="#">SO8200</a> <a href="#">790530</a> <a href="#">791506</a> <a href="#">792034</a> <a href="#">793195</a>	<b>SOUTHEASTERN EMERGENCY EQUIP</b> MED SUPPLIES MED SUPPLIES MED SUPPLIES MED SUPPLIES	01/17/2018 01/17/2018 01/17/2018 01/17/2018	69.34 596.36 1,108.40 1,026.49	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	<b>2,800.59</b> 69.34 596.36 1,108.40 1,026.49
<b>Payable Count: (4)</b>							<b>2,800.59</b>
<b>Vendor:</b> <a href="#">SP8350</a> <a href="#">COMM LEGACY</a>	<b>SPIRIT OF NEWTOWN COMM INC.</b> COMM LEGACY/FUNDS RECEIVED	01/19/2018	3,371.57	0.00	0.00	0.00	<b>3,371.57</b>
<b>Payable Count: (1)</b>							<b>3,371.57</b>
<b>Vendor:</b> <a href="#">IS7713</a> <a href="#">SO20220649</a>	<b>TELEDYNE ISCO, INC.</b> INTERFACE 3700 SERIES	01/17/2018	216.16	0.00	0.00	0.00	<b>216.16</b>
<b>Payable Count: (1)</b>							<b>216.16</b>
<b>Vendor:</b> <a href="#">TE8760</a> <a href="#">49149</a> <a href="#">49238</a>	<b>TELEWIRE, INC.</b> REPLACE BATTERY IN BACKUP POLICE MONTHLY PHONE BILL	01/17/2018 01/17/2018	388.06 117.21	0.00 0.00	0.00 0.00	0.00 0.00	<b>505.27</b> 388.06 117.21
<b>Payable Count: (2)</b>							<b>505.27</b>
<b>Vendor:</b> <a href="#">TH6200</a> <a href="#">INV0001270</a>	<b>THE LINCOLN NATIONAL LIFE INS. CO.</b> LONG TERM DISABILITY	01/17/2018	802.74	0.00	0.00	0.00	<b>802.74</b>
<b>Payable Count: (1)</b>							<b>802.74</b>
<b>Vendor:</b> <a href="#">TI5202</a> <a href="#">INV0001296</a>	<b>TILGHMAN OIL CO.</b> MONTHLY DIESEL BILL	01/19/2018	3,511.75	0.00	0.00	0.00	<b>3,511.75</b>
<b>Payable Count: (1)</b>							<b>3,511.75</b>
<b>Vendor:</b> <a href="#">TO8909</a> <a href="#">13347</a>	<b>TOM'S REFRIGERATION</b> CLUBHOUSE HEAT REPAIRS	01/17/2018	286.03	0.00	0.00	0.00	<b>286.03</b>
<b>Payable Count: (1)</b>							<b>286.03</b>
<b>Vendor:</b> <a href="#">TR8939</a> <a href="#">11709702</a>	<b>TRANS UNION LLC</b> POLICE BASIC SERV	01/17/2018	85.54	0.00	0.00	0.00	<b>85.54</b>
<b>Payable Count: (1)</b>							<b>85.54</b>
<b>Vendor:</b> <a href="#">TY8954</a> <a href="#">29788254</a> <a href="#">29869163</a> <a href="#">29869164</a>	<b>TYCO INTERGRATED SECURITY LLC</b> CITY HALL/ALARM SYSTEM RESET DUE TO NEW DOOR CITY HALL/QTRLY ALARM SYSTEM RAILROAD ST/QTRLY ALARM SERVICE	01/17/2018 01/18/2018 01/18/2018	338.00 245.64 222.98	0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	<b>806.62</b> 338.00 245.64 222.98
<b>Payable Count: (3)</b>							<b>806.62</b>
<b>Vendor:</b> <a href="#">TY8755</a> <a href="#">025-211192</a>	<b>TYLER TECHNOLOGIES</b> INSITE TRANSACTION FEES	01/19/2018	1,077.50	0.00	0.00	0.00	<b>1,077.50</b>
<b>Payable Count: (1)</b>							<b>1,077.50</b>

**My Open Payable Report**

As Of 01/19/2018

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Vendor:</b> <u>VA9200</u> <u>INV0001304</u>	<b>VALERIE J. MANN</b> MD HISTORICAL TR APP/GENERAL RESEARCH/SAPP COMPLET	01/19/2018	262.50	0.00	0.00	0.00	<b>262.50</b>
						<b>Payable Count: (1)</b>	
<b>Vendor:</b> <u>WA9307</u> <u>INV0001302</u>	<b>WASTE MANAGEMENT OF DELMARVA</b> POCOMOKE WASTE WATER DEBRIS REMOVAL	01/19/2018	984.47	0.00	0.00	0.00	<b>984.47</b>
						<b>Payable Count: (1)</b>	
<b>Vendor:</b> <u>WA3050</u> <u>46789</u>	<b>WATERFORD PRINTING</b> RED PERFED PAPER/RED TAGS	01/18/2018	69.95	0.00	0.00	0.00	<b>69.95</b>
						<b>Payable Count: (1)</b>	
<b>Vendor:</b> <u>WE9866</u> <u>INV0001305</u>	<b>WEBB, CORNBROOKS, WILBER, VORHIS, DOUSE &amp; LESLIE, LLP</b> DECEMBER LEGAL SERVICES	01/19/2018	1,242.50	0.00	0.00	0.00	<b>1,242.50</b>
						<b>Payable Count: (1)</b>	
<b>Vendor:</b> <u>WELLS</u> <u>INV0001300</u>	<b>WELLS FARGO</b> 2016 AMB	01/19/2018	3,278.74	0.00	0.00	0.00	<b>3,278.74</b>
						<b>Payable Count: (1)</b>	
			<b>Payable Account 81-020-20101</b>			<b>Payable Count: (83) Total:</b>	<b>92,251.24</b>

**Payable Account Summary**

<b>Account</b>	<b>Count</b>	<b>Amount</b>
81-020-20101 - ACCOUNTS PAYABLE	83	92,251.24
<b>Report Total:</b>	<b>83</b>	<b>92,251.24</b>

**Payable Fund Summary**

<b>Fund</b>	<b>Count</b>	<b>Amount</b>
81 - DISBURSEMENT FUND	83	92,251.24
<b>Report Total:</b>	<b>83</b>	<b>92,251.24</b>

6



# THE DAILY TIMES

## Classified Ad Receipt (For Info Only - NOT A BILL)

**Customer:** TOWN OF POCOMOKE CITY  
**Address:** PO BOX 29  
POCOMOKE CITY MD 21851  
USA

**Ad No.:** 0002661133  
**Pymt Method:** Invoice  
**Net Amt:** \$144.80

**Run Times:** 1  
**Run Dates:** 01/17/18

**No. of Affidavits:** 1

Text of Ad:

**POCOMOKE CITY COUNCIL  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN, in compliance with the Annotated Code of Maryland and the Code of Pocomoke City, that the Mayor and City Council will hear public comments on a proposed amendment to the 2014 Comprehensive Plan for the purpose of including a Growth Tier Map in accordance with the Sustainable Growth and Agricultural Preservation Act of 2012 at a meeting at Pocomoke City Hall, 101 Clarke Ave., Council Chambers, Pocomoke City, MD on:

**MONDAY, JANUARY 22, 2018  
AT 6:30 PM**

The Mayor and City Council request that all interested persons appear at said time and place for the purpose of expressing their views and opinions concerning the proposed amendment of the Pocomoke City Comprehensive Master Plan.

**MAYOR AND COUNCIL OF POCOMOKE CITY**  
BY: Bobby Cowger, City Manager 1/17/18

0002661133-01



Larry Hogan, Governor  
Boyd Rutherford, Lt. Governor

Robert S. McCord, Acting Secretary

November 1, 2017

Mr. Dan Brandewie, City Planner  
City of Pocomoke  
City Hall, 101 Clarke Street  
P.O. Box 29  
Pocomoke City, Maryland 21851

Re: Pocomoke City Proposed Amendment to 2014 Comprehensive Plan (60-Day Review)


Dear Mr. Brandewie:

On December 2, 2012, the Mayor and City Council for Pocomoke City, Maryland adopted Resolution #472, thereby adopting the Growth Tier Map in accordance with the Sustainable Growth and Agricultural Preservation Act of 2012 (Senate Bill 236). Senate Bill 236 requires Pocomoke City to incorporate the Growth Tier Map into the City's 2014 Comprehensive Plan.

This proposed amendment incorporates the same map as was reviewed by the Department of Planning (Planning) in December 2012, and adds descriptive text relating to Senate Bill 236 into the City's 2014 Comprehensive Plan. Therefore, Planning does not have any comments. Upon adoption of the amendment by the City, Planning will update the Town's 10-Year Comprehensive Plan Review Cycle Schedule to reflect that this requirement has been completed. Please send Planning a copy of the resolution adopting the plan amendment, upon action by the Mayor and City Council.

Planning thanks the City for preparing this plan update. If you have any questions, please do not hesitate to contact Tracey Gordy, Senior Regional Planner, at 410-713-3462.

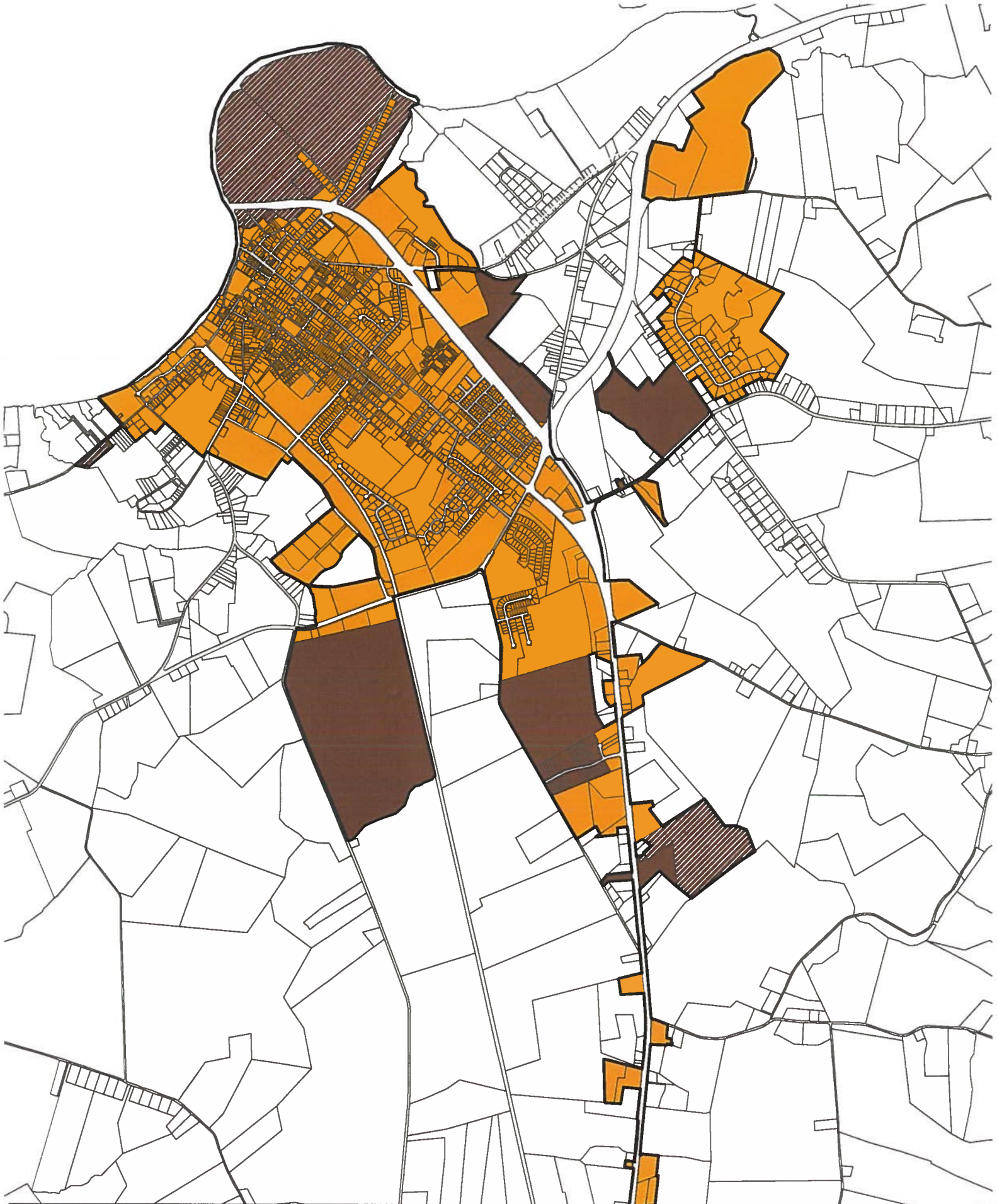
Sincerely,



Charles W. Boyd, AICP  
Director, Planning Coordination

Cc: Tracey Gordy, Planning  
Jason Dubow, Planning  
Ed Tudor, Director, Worcester County Development Review and Permitting





**Map 3A: Pocomoke City  
Growth Tiers for SB236  
Adopted December 3, 2012**



7



RESOLUTION NO. 510

**A RESOLUTION OF THE POCOMOKE CITY MAYOR AND COUNCIL OF POCOMOKE CITY, MARYLAND INCORPORATING THE CITY'S ADOPTED GROWTH TIERS MAP INTO THE 2014 POCOMOKE CITY COMPREHENSIVE PLAN FOR PURPOSES OF FULLY IMPLEMENTING THE REQUIREMENTS OF THE SUSTAINABLE GROWTH AND AGRICULTURAL PRESERVATION ACT OF 2012.**

**WHEREAS**, The Sustainable Growth and Agricultural Preservation Act of 2012 ("the Act"), 2012 Md. Laws, Ch. 149, permits local jurisdictions to adopt mapped growth tiers and, if adopted, the jurisdiction's land areas were to be designated as either Tier I, Tier II, Tier III and Tier IV depending on, among other criteria, whether an area is: served by a public sewerage system or is planned for service by a public sewerage system; designated for growth; or planned, zoned or otherwise set aside for resource preservation or conservation;

**WHEREAS**, on December 3, 2012, the Pocomoke City Mayor and Council adopted a growth tiers map for those land areas within the City's municipal boundary;

**WHEREAS**, under 2013 Md. Laws, Ch. 521, sec. 3, for the City's growth tiers map to remain valid, it must be incorporated into the City's Comprehensive Plan, or an element of the Plan, otherwise the City's growth tiers map will, for purposes of Md. Code Ann., Enviro § 9-206, be considered as not adopted; and

**WHEREAS**, if the City's growth tiers map is considered not adopted, the City will be prohibited from approving residential subdivisions other than (1) minor subdivisions on septic and (2) major or minor subdivisions on public sewer in Tier I areas.

**NOW, THEREFORE BE IT RESOLVED**, by the Pocomoke City Mayor and Council that the December 3, 2012 Pocomoke City Growth Tiers Map and associated text, attached hereto as Exhibits A and B, are hereby incorporated into the Pocomoke City 2014 Comprehensive Plan, and

**BE IT FURTHER RESOLVED** by the Council of Pocomoke City that this Resolution shall take effect upon approval of the Mayor.

January 22, 2018  
Date Introduced

\_\_\_\_\_  
Date Passed

\_\_\_\_\_  
Vice President

ATTEST

APPROVED BY ME THIS \_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
Carol L. Sullivan  
City Clerk

\_\_\_\_\_  
Esther Troast  
Acting Mayor

# THE DAILY TIMES

J



**Classified Ad Receipt**  
(For Info Only - NOT A BILL)

**Customer:** TOWN OF POCOMOKE CITY

**Ad No.:** 0002660238

**Address:** PO BOX 29  
POCOMOKE CITY MD 21851  
USA

**Pymt Method:** Invoice

**Net Amt:** \$238.40

**Run Times:** 1

**No. of Affidavits:** 1

**Run Dates:** 01/17/18

**Text of Ad:**

**Notice of Public Hearing  
Pocomoke City Council  
Monday, January 22, 2018  
At 7:30 P.M.**

The purpose of the public hearing is to receive public comment on proposed **Ordinance No. 437**. A fair summary of the proposed ordinance is as follows:

AN ORDINANCE OF THE MAYOR AND COUNCIL OF POCOMOKE CITY ORDAINING AND ADDING "CHAPTER 147 – Vacant and Blighted Building Ordinance" TO THE POCOMOKE CITY CODE

INTRODUCED BY: Acting Mayor Esther Troast on behalf of the City Council

AN ACT to add Chapter 147- Vacant and Blighted Building to the Pocomoke City Code.

A. The purpose of this chapter is to establish a mechanism to protect residential and commercial neighborhoods from becoming blighted through lack of adequate maintenance and to ensure the security of vacant properties.

B. The provisions of this chapter are in addition to and not in lieu of any other applicable provision of the Pocomoke City, Code of Ordinances.

**MAYOR AND CITY COUNCIL OF POCOMOKE CITY**

This hearing will be held on January 22, 2018 at 6:30 p.m. in the Council Chambers, at City Hall, 101 Clarke Ave. Pocomoke City, MD.

If you require communication assistance, please contact the City Clerk's Office at (410) 957-1333 no later than January 19, 2018.

A complete copy of the proposed legislative bill is available in the Planning and Zoning Department 101 Clarke Ave. Pocomoke City MD, Monday through Friday, 8:30 a.m. to 4:30 p.m. and on the City's website at [www.cityofpocomoke.com](http://www.cityofpocomoke.com).

1/17/18

0002660238-01



THE MAYOR AND CITY COUNCIL OF POCOMOKE CITY  
ORDINANCE NO. 437

AN ORDINANCE OF THE MAYOR AND COUNCIL OF POCOMOKE CITY ORDAINING AND ADDING  
"CHAPTER 147 – Vacant and Blighted Building Ordinance" TO THE POCOMOKE CITY CODE

INTRODUCED BY: Acting Mayor Esther Troast on behalf of the City Council

AN ACT to add Chapter 147- Vacant and Blighted Building to the Pocomoke City Code.

- A. The purpose of this chapter is to establish a mechanism to protect residential and commercial neighborhoods from becoming blighted through lack of adequate maintenance and to ensure the security of vacant properties.
- B. The provisions of this chapter are in addition to and not in lieu of any other applicable provision of the Pocomoke City, Code of Ordinances.

MAYOR AND CITY COUNCIL OF POCOMOKE CITY

\_\_\_\_\_  
Esther Troast

INTRODUCED, read first time, January 8, 2018, ordered posted and public hearing scheduled on the 22<sup>nd</sup> day January at 6:30 p.m. in the City Council Chambers, City Hall, 101 Clarke Avenue, Pocomoke City, Maryland 21851.

By Order of:  
  
\_\_\_\_\_  
Carol L. Sullivan, City Clerk

**PUBLIC HEARING**

HAVING been posted and notice of time and place of hearing and copies having been made available to the public and the press, a public hearing was held January 22, 2018. Reported favorably with amendments; read second time and ordered to be considered on January 22, 2018.

**ARTICLE 1 Vacant and Blighted Building Ordinance**

**§ 147-1 Definitions.**

As used in this chapter, the following terms have the meaning indicated:

**BLIGHTED** When a building or portion of a building (and the lot on which it exists), poses a serious or immediate danger to the health, safety, or general welfare of the public, is not being maintained, is dilapidated, or is an obvious nuisance as deemed by the Planning, Zoning, & Housing Department. Examples include missing or boarded windows or doors; collapsing or missing walls, roofs, or floors; seriously damaged or missing siding; structurally faulty foundations; garbage, trash, or partially dismantled, nonoperating, wrecked, junk, discarded or unregistered vehicles on premises; overgrown, diseased, dead, or decayed trees, weeds, or vegetation; unmaintained swimming pool, pond, or other body of water; graffiti; fire damage; vermin or other animal nuisances.

**BUILDING** A combination of materials having a roof and enclosed within exterior walls or firewalls, built to form a structure for the shelter of persons or property.

**PROPERTY MAINTENANCE PLAN** A plan that identifies the owner's plans for the building; its current status; and the measures in place to ensure that the building is secured and how it will be maintained in compliance with applicable City Code. A plan must include a general schedule of renovations and completion dates.

**VACANT** When a building is: habitually without the presence of people who have a legal right to be on the premises; substantially without lawful business, construction activity, or residential occupancy; or substantially devoid of contents.

**§ 147-2 Applicability.**

A. Applicability. This article is applicable to a building designed or used for residential or commercial use that has been vacant or blighted for at least 90 consecutive days. Evidence of vacant or blighted buildings includes:

- (1) habitual vacancy for long periods unrelated to the normal commercial vacancy cycle;
- (2) illegal activity and calls for service, as documented by the Police Department;
- (3) a fire hazard, as determined by the Fire Marshal or as documented by the Fire Department or other Code official;
- (4) a substantial and unreasonable interference with the reasonable and lawful use and enjoyment of other space within a residential or commercial neighborhood;
- (5) Partially constructed, reconstructed, or demolished building upon which work was abandoned, showing no current building or demolition permit or when no substantial work on the project has been done for a period of 6 consecutive months or more.

B. Exemptions. The following are exempt from the provisions of this chapter:

- (1) A building for which all residents are on an extended vacation or alternative living arrangement with the intention to return to the property and live. In this case, a verified emergency contact number for the owner must be provided and the property must be maintained by a local agent so that it does not appear vacant.
- (2) A building that has suffered fire damage if the cleanup, repair, or demolition is completed within 120 days from the date of the fire. A written request for an exemption must be provided.

**§ 147-3 Notification.**

The Planning, Zoning, & Housing Department must notify the owner of a building that is deemed vacant or blighted and provide the reason for the determination.

**§ 147-4 Filing of registration statement.**

A. Registration. For each vacant or blighted building, the building owner must file a registration statement with the City on forms provided by the City. Registration is required for all vacant or blighted buildings if a building has remained vacant for 90 consecutive days or more.

B. Contents. The registration form must contain the following information:

- (1) The address of each vacant or blighted building;
- (2) The names, addresses, and contact information of all owners;
- (3) A property maintenance plan; and
- (4) Listing of a local agent if all owners reside 50 miles or more outside of the City limits.

**§ 147-5 Duty to update registration.**

The owner or agent must notify the Planning, Zoning, & Housing Department within 30 days of a change to the information contained in the registration statement.

**§ 147-6 Penalties.**

Properties not registered within 30 days of notice from the City will be subject to a municipal infraction with a fine of \$100 for every ~~month~~ 30 days of non-compliance. Owners who fail to comply with an approved Property Maintenance Plan will be subject to a municipal infraction with a fine of \$500.00 for every ~~month~~ 30 days of non-compliance. All unpaid fines will become a lien on the property and collected in the same manner as real estate taxes.

**§ 147-7 Appeals.**

The owner has 30 days from the date of the notice to appeal the determination or to provide evidence in writing to the Planning, Zoning, & Housing Department showing proof that the property is not vacant or blighted or in compliance with an approved Property Maintenance Plan. Upon receipt, the Planning, Zoning, & Housing Department will schedule a hearing of the Housing Board of Review within a reasonable time after an appeal is received 30 days to review the City's determination. The hearing will be conducted in accordance with the Housing Board of Review's procedures as established under this Code.

10  
DEC 11 2017

Assateague People of Delmarva  
300 Russell Rd. Bethany Beach, De. 19930

12/3/17

Mayor and Council

Pocomoke City, Md.

The Assateague People of Delmarva respectfully request the use of Pocomoke City Cypress Park for our 25th annual Drums on the Pocomoke Pow Wow. The dates of this years Pow Wow are May 19th. and 20th. as in the past we will need the park between Thursday May 17th. and Monday May 21st. for set up and teardown/ Clean up. We would also like to request the use of the citys big tent for this event as we have requested in the past.

The Assateague Tribe Values the wonderful relationship we have with Pocomoke City, it's citizens and business. As we close in on a Quater Centry of this event we look foward to a continued relationship with Pocomoke City.

Respectfully, Chief Michael "Quiet Bear" Morabito

*Chief Quiet Bear*

CC. City Manager Robert L. Cowger Jr.

# Assateague People of Delmarva

## 2018 Drums On the Pocomoke Pow Wow

Subject: Requests from Pocomoke City Public Works Dept.

December, 3 2017

Grass cut in park prior to May19th.

Wednesday May 16th.

1. Hot water turned on in showers

Thursday May 17th.

1. Set up Tent
2. Open bathrooms and concession stand
3. Deliver 6 pallets to park
4. Check to see if hot water is working in the showers

Friday May18th.

1. Orange plastic fencing installed along dock where ramps allow access into park. Please extend fencing 3 feet on either side of ramps. ( we have had a problem with people trying to slide around fencing creating a safety hazard)
2. Place orange fence around Tot Lot

3. Place orange fence from dock to Nature Trail so the public has access to the Nature Trail Saturday and Sunday.

4. Deliver Garbage Truck and a box of plastic trash bags

5. Move bleachers around dance circle

6. Deliver 2 barricades to park.

Thank you for your assistance.

Chief Quiet bear

Cc. City Manager ~~Ernie Crofoot~~

R.L. Cowger Jr.

Cc. Two Bears Walking

Cc. File





Maryland Department of Housing  
and Community Development

*Efficient and Affordable Bond Financing  
For Maryland's Local Governments*

//



**LOCAL GOVERNMENT INFRASTRUCTURE FINANCE PROGRAM**

**APPLICATION FOR BORROWERS**

**Eligible Applicants:**

Each Maryland county and municipality is eligible to participate in the program provided it possesses the legal authority necessary for constructing, operating and maintaining the proposed project, for incurring, giving security and repaying the proposed debt obligation, and receives income tax payments and various other shared revenues from the State.

**Program Purpose:**

Some local governments have difficulty obtaining long-term capital financing with advantageous terms because of the relative small dollar amount of their needs, the expense and other impediments involved in becoming rated, or the complexity of the capital marketplace. The Local Government Infrastructure Finance Program provides an efficient and economical means of access to the capital markets in order to finance infrastructure projects.

Maryland Department of Housing and Community Development  
Division of Neighborhood Revitalization  
100 Community Place  
Crownsville, Maryland 21032

**Larry Hogan  
Governor**

**Boyd K. Rutherford  
Lt. Governor**

**Ken Holt  
Secretary**

# Section 1. APPLICANT INFORMATION

1. Legal Name of Local Government:   
*Applicant*

2. Federal Tax Identification Number:   
*XX-XXXXXXX*

3. Address: Address 1:   
Address 2:

City:  State: MD Zip Code:

4. Chief Administrative Official:   
*First Name*   
*Last Name*

*Title*

*Phone No.*

*Email Address*

*Please attach a brief biography that summarizes this person's professional credentials and tenure with municipality:*

ATTACHMENT NO.

5. Chief Financial Officer:   
*First Name*

*Last Name*

*Phone No.*

*Email Address*

*Please attach a brief biography that summarizes this person's professional credentials and tenure with municipality:*

ATTACHMENT NO.

6. Local Attorney:   
*First Name*

*Last Name*

*Phone No.*

*Email Address*

*Please attach a brief biography that summarizes this person's professional credentials and tenure with municipality:*

ATTACHMENT NO.

**Section 1. APPLICANT INFORMATION CONT.**

7. Government Charter: Emailed 12/12/2017 ATTACHMENT NO.

**Note: Please provide a copy of the jurisdiction's current municipal charter or other governing instrument documentation.**

8. Charter Amendments: N/A ATTACHMENT NO.

**Note: Please attach charter amendments adopted after June 30, 2017, or now pending.**

9. Organizational Chart: Please include an organizational chart- Emailed 12/12/2017 ATTACHMENT NO.

# Section 1. PROJECT INFORMATION

*Note: Please complete this section for each "Project" expected to be financed.*

1. Name of Local Government Borrower:  Borrower

2. Project Name:  Name

3. Project Number:

4. Purpose of Borrowing:  Purpose and/or description

5. Location of Project:  Location: mailing address or closest intersection to site

ZIP Code

6. Map outlining project location:  ATTACHMENT NO.

7. Source of Funds		Funding Secured? (Yes or No)	8. Project Cost Breakdown	
Request LGIF loan amount	\$2,479,284.00		Architecture/Engineering	
Federal grant or loan-Specify			Property Acquisition	
State grant or loan-Specify			Legal	
Other-Specify			Inspection & Permits	
Other-Specify			Construction	
Other-Specify			Contingency	
Other-Specify			Other-Specify	
<b>Total Source of Funds</b>	<b>\$ 2,479,284.00</b>		<b>Total Project Costs</b>	<b>\$ -</b>

9. Preferred maturity for Infrastructure Program loan:  Years

10. Does the locality want to capitalize interest? N/A

Yes:  No:  If "Yes", for how many months?

11. Does the locality want to capitalize principal? N/A

If "Yes", for how many months?

**Section 2. PROJECT INFORMATION CONT.**

A local government's share of costs of issuance for an Infrastructure Program loan may be:

<b>Option 1:</b>	Added to and amortized with the loan amount listed above.
<b>Option 2:</b>	Paid in cash at the time of closing on the CDA bonds.
<b>Option 3:</b>	Subtracted from and amortized with the loan amount listed above.

12. The local government's preferred manner of handling its share of the costs of issuance?

1
---

Option No.

13. Readiness to Proceed-N/A

*Provide actual or anticipated dates for the following activities. Some items may not apply.*

Preliminary Engineering Report
Completed: <input type="text"/>
<i>mm/dd/year</i>

Final Plans & Specifications
Completed: <input type="text"/>
<i>mm/dd/year</i>

Advertise for construction bids
<input type="text"/>
<i>mm/dd/year</i>

Award Construction Contract(s)
<input type="text"/>
<i>mm/dd/year</i>

Anticipated Completion Date of Project
<input type="text"/>
<i>mm/dd/year</i>

14. If Federal, State, or Other sources of funding are necessary, have these sources been secured? N/A

Yes:  No:

*Where applicable, please attach evidence of approvals.*

ATTACHMENT NO.

**Section 2. PROJECT INFORMATION CONT.**

**15. Anticipated Draw Schedule-N/A**

ATTACHMENT NO.

Please submit an anticipated draw schedule for each project - dates on which a participating local government estimates it will draw loan proceeds. N/A

**DRAW SCHEDULE**

	2018	
Jan-Mar	\$	_____
Apr-Jun	\$	_____
Jul-Sept	\$	_____
Oct-Dec	\$	_____
	2019	
Jan-Mar	\$	_____
Apr-Jun	\$	_____
Jul-Sept	\$	_____
Oct-Dec	\$	_____
	2020	
Jan-Mar	\$	_____
Apr-Jun	\$	_____
Jul-Sept	\$	_____
Oct-Dec	\$	_____
	2021	
Jan-Mar	\$	_____
Apr-Jun	\$	_____
Jul-Sept	\$	_____
Oct-Dec	\$	_____

# Section 3. ECONOMIC GROWTH, RESOURCE PROTECTION & PLANNING POLICY

## ECONOMIC GROWTH, RESOURCE PROTECTION AND PLANNING POLICY QUESTIONNAIRE

Program and Project Title: \_\_\_\_\_  
 County and Nearest Major Intersection: MD Department of Housing & Community Development - LGIF Program : \_\_\_\_\_  
 Project Description: \_\_\_\_\_

### Approximate Funding Source and Share

STATE	FEDERAL	LOCAL	OTHER
\$	\$	\$	\$

#### TIER 1

- Yes  No
- Ordinarily every project in this program is subject to project by project State Growth Policy review. [However, if the project is a refinancing of projects already in existence, or if the project has been reviewed by virtue of the involvement by other state funds, then check "NO" to questions 1-4.]
  - Does the project involve new construction?
  - Does the project involve a change in type of use?
  - Does the project involve an increase in intensity of use?

#### TIER 2

- Yes  No  N/A
- Is the project consistent with the local comprehensive plan?
  - Is the project located on a site suitable for infill or redevelopment, or in an area designated for growth and planned within 5 years for water and sewer service and adequate public facilities and services?
  - If in a rural area, is the project located in an existing population center or its designated growth area?
  - Is the project designed with sensitivity for sensitive areas?
  - If in a rural area, is the project sensitive to resource areas including agricultural and forest lands?
  - Does the project conserve resources?
  - Does the project promote stewardship of the Chesapeake Bay and the State's land resources?
  - Does the project encourage economic growth that promotes the other policies of the State's Economic Growth, Resource Protection, and Planning Policy (Items 5-11 above)?

For questions 5-12, refer to MDP's "Elaboration of State's Economic Growth, Resource Protection, and Planning Policy"

- If answer to questions 5-12 is "yes" or "N/A", project is "consistent".
- If answer to question 5, 6, or 7 is "no", project is "inconsistent".
- If answer to question 8, 9, 10, 11 or 12 is "no", project may be "inconsistent", depending on the explanation provided.
- If answer to any question is "no", EXPLAIN on reverse.

PROJECT DETERMINATION:  CONSISTENT  INCONSISTENT (If project is "inconsistent," proceed to TIER 3.)

#### TIER 3

- Yes  No
- Do extraordinary circumstances exist that warrant proceeding with the project despite a finding of inconsistency in Tier 2? If yes, attach documentation.
  - If there is no reasonably feasible alternative to the project? If yes, attach documentation.

If answer to questions 13 and 14 is "yes", the Project is inconsistent with the policy and the Project may proceed only if extraordinary circumstances exist with no reasonably feasible alternative.

Local Government Official: \_\_\_\_\_ Date: \_\_\_\_\_

#### FOR INTERNAL USE ONLY BELOW

Program Manager:	Date:
Secretary:	Date:
Division Director:	Date:

N/A

# Section 4. FINANCIAL INFORMATION

## 1. Audited Financial Statements

*Provide audited financial statements for the last 6 years ; include all notes, schedules, and management letters. Emailed 12/11/2017*

Audit Report:	FY - 11	<input type="text" value="FY2011"/>	Emailed 12/11/2017	ATTACHMENT NO.	<input type="text"/>
	FY - 12	<input type="text" value="FY2012"/>	Emailed 12/11/2017	ATTACHMENT NO.	<input type="text"/>
	FY - 13	<input type="text" value="FY2013"/>	Emailed 12/11/2017	ATTACHMENT NO.	<input type="text"/>
	FY - 14	<input type="text" value="FY2014"/>	Emailed 12/11/2017	ATTACHMENT NO.	<input type="text"/>
	FY - 15	<input type="text" value="FY2015"/>	Emailed 12/11/2017	ATTACHMENT NO.	<input type="text"/>
	FY - 16	<input type="text" value="FY2016"/>	Emailed 12/11/2017	ATTACHMENT NO.	<input type="text"/>

*Fiscal Year*

2. Provide latest interim (unaudited) financial statements (if available). ATTACHMENT NO.   
 Emailed 12/11/2017

3. Provide the Operating Budget for the current fiscal year. ATTACHMENT NO.   
 Emailed 12/11/2017

4. Provide the Capital Budget for the current fiscal year. ATTACHMENT NO.   
 Emailed 12/11/2017

5. If you have a multi-year capital budget plan, please provide. N/A ATTACHMENT NO.

Yes:  No:

6. Since the date of your latest financial statements, have you issued or authorized any new debt? ATTACHMENT NO.

Yes:  No:

If "Yes", please explain ATTACHMENT NO.

7. Does management forecast future cash flows? ATTACHMENT NO.

Yes:  No:

If "Yes", please explain ATTACHMENT NO.

### Cash flow projections for five years

Year	Cash flows (\$)
2016	\$ <input type="text"/>
2015	\$ <input type="text"/>
2014	\$ <input type="text"/>
2013	\$ <input type="text"/>
2012	\$ <input type="text"/>

**Note:** If able, please take into account all planned rate increases, all known and anticipated expenses, debt service payments and capital improvement initiatives.

8. Is management aware of any recently announced federal, state, and/or local funding reductions that would impact the anticipated project(s) or projected local government budget? N/A ATTACHMENT NO.

If "Yes", please explain



**Section 5. DEBT INFORMATION**

1. Does the Local Government have a policy for evaluating debt affordability in general, and specifically, the determination of the affordability of the debt contemplated by the submission of this Application?

Yes:

No:

If "Yes", please explain

ATTACHMENT NO.

2. Are there any limitations on the amount of debt which the Local Government may incur or the interest rate it may pay?

Yes:

No:

If "Yes", please explain

ATTACHMENT NO.

3. Does the Local Government anticipate using any portion of the proceeds of the debt contemplated by the submission of this Application to reimburse itself for previously paid expenditures?

Yes:

No:

If "Yes", please attach official and public declaration of its intent to reimburse itself.

ATTACHMENT NO.

4. After this issue, what prospective financing (including advance refunding) does the Local Government anticipate? Please provide a copy of a Capital Improvement Plan for the next five years, if available.

Yes:

No:

ATTACHMENT NO.

5. Does the prospective borrower currently carry a credit rating? (e.g. Moody's, Fitch, S&P)

Yes:

No:

ATTACHMENT NO.

## Section 6. ECONOMIC INFORMATION

1. Population as reported in 2010 Census:

4,184

Population

Current Population estimate:

4,101

Population

As of Date: 12/27/2017

mm/dd/year

2. Unemployment Rate

Worcester	2016
County	4.1

3. Building Permits Issued for the last Five Years

Year	Number Issued	Total Value (\$)
2016	28	\$ 751,052
2015	32	\$ 662,400
2014	10	\$ 441,080
2013	5	\$ 511,232
2012	Not in system	Not in system

4. Property valuation:

Fiscal Year	Total Assessed Valuation (TAV)
2016	\$ 236,844,032
2015	\$ 237,512,368
2014	\$ 265,915,600
2013	\$ 264,356,545
2012	\$ 266,323,275

5. Tax Collection:

Fiscal Year	(1) Owner Occupied (2) Nonowner Occupied		Collected by End of Fiscal Year		Collected by End of Second Fiscal Year	
	Tax Rate (Per \$100 of Assessed Value)	Total Taxes Billed	Dollar Amount	% of Tax Levy	Dollar Amount	% of Tax Levy
2016	(1).9375/(2)1.1311	\$ 2,513,400	\$ 2,347,260	93.39%	\$ 2,504,031	99.63%
2015	.9285/1.1203	\$ 4,562,865	\$ 2,252,221	91.45%	\$ 2,452,229	99.57%
2014	.82/.90	\$ 2,306,791	\$ 2,128,677	92.28%	\$ 2,299,798	99.70%
2013	.82/.90	\$ 2,284,757	\$ 2,099,826	91.91%	\$ 2,280,036	99.79%
2012	.75/.80	\$ 2,854,157	\$ 2,651,623	92.90%	\$ 2,784,360	97.56%

What fiscal year is the next local property tax assessment to occur?

2021

Year

6. Composition of Tax Base: Please provide current fiscal year estimates for the following:

% Commercial and Industrial 40.77%

% Residential 59.23%

7. Ten Largest Taxpayers of Municipality

List the taxpayers in ranking order.

Taxpayer (Name)	Type of Business	Current Year Assessed Value	% of Total Assessed Value (taxpayer assessed value divided by town/city's total assessed value)
AW Properties of Pocomoke. LLC		\$ 9,982,900	4.25%
Lowes Home Center, Inc.		\$ 6,522,900	2.78%
Shiva Hospitality		\$ 3,979,500	1.70%
Pocomoke East Town WMB, LLC		\$ 3,055,200	1.30%
H2J, LLC		\$ 2,795,567	1.19%
Hardwire Properties		\$ 2,477,000	1.06%
Bel Art Products		\$ 2,390,700	1.02%
Chesapeake Investment Company		\$ 2,024,400	0.86%
Homes for Pocomoke City		\$ 1,782,567	0.76%
Peebles, Inc.		\$ 1,755,900	0.75%

**Section 6. ECONOMIC INFORMATION CONT.**

**8. Ten Largest Employers of Municipality**

*Business should be located within incorporated limits.*

Employer (Name)	Type of Business	# of Employees

**9. Are any of these employers expected to make major changes in workforce or operations?**

If Yes, please explain:

N/A
-----

ATTACHMENT NO.

**Section 6. ECONOMIC INFORMATION CONT.**

12. Please describe mechanisms for monitoring economic trends and revenue projections in order to anticipate potential budget problems?

ATTACHMENT NO.

13. Please describe scope and detail of economic development policies and strategies?

ATTACHMENT NO.

14. Amount of land available for development?

*Land Area (sq. ft. or acres)*

15. Are there any factors that have occurred since the date of the last annual report or financial statements that would significantly affect your revenues, expenditures, financial condition, or capacity or authority to incur debt?

Yes:

No:

If "Yes", please explain

ATTACHMENT NO.

16. Is there any pending or anticipated litigation?

Yes:

No:

If "Yes", please explain

ATTACHMENT NO.

# UFR Excerpt Report

Jurisdiction description and location: Pocomoke City 101 Clarke Avenue Pocomoke City, MD 21851 (Auditor reports will confirm.)

Population:  As of   
*mm/dd/year*

The following General Fund Information is as of June 30, of the applicable fiscal year. All amounts shown below are in dollars.

Property Taxes and Taxes Receivable: Real Property									
	Total assessed Value of Real Property	General tax rate/\$100	Actual Tax Levy	Amount Collected	Current Year Balance of Taxes Receivable				
2016									
2015									
2014									
2013									
2012									

Property Taxes and Taxes Receivable: Personal Property									
	Total assessed Value of Personal Property	General tax rate/\$100	Actual Tax Levy	Amount Collected	Current Year Balance of Taxes Receivable				
2016									
2015									
2014									
2013									
2012									

Property Taxes and Taxes Receivable: Railroads & Public Utilities Property									
	Total assessed Value of Railroads & Public Utilities Property	General tax rate/\$100	Actual Tax Levy	Amount Collected	Current Year Balance of Taxes Receivable				
2016									
2015									
2014									
2013									
2012									

**CERTIFICATION**

I, the undersigned Local Government official, certify that:

1. The facts and representations contained in this application including its attachments and addenda are true and correct to the best of my knowledge.
2. No financial commitments have been made or will be made which rely on receipt of a loan through the Local Government Infrastructure Financing Program prior to the closing of the Program's bonds financing the loan.
3. Any occurrence which may transpire or any information which may come into the possession of the Local Government prior to the closing of the loan which is intended to be financed by the Program's bonds which materially affects or relates to any of the facts or representations contained in this application or in any of its attachments and addenda will be disclosed to the Department forthwith.
4. The (applicant's name) **Pocomoke City** has not defaulted on any payment of matured principal and/or interest. If default has occurred, please provide details on a separate page.
5. ACCESS TO PUBLIC RECORDS ACT NOTICE AND WAIVER

Applicants should give specific attention to the identification of information furnished to the Department under this application which they deem confidential, commercial, financial or proprietary information, and provide any justification of why this information should not be disclosed under the Maryland Access to Public Records Act, State Government Article, Part III, §§10-611 through 10-628 of the Annotated Code of Maryland. Applicants are advised that, upon request from a third party, the Department is required to make an independent determination as to whether the information may or must be divulged to that party.

This information will be disclosed to appropriate staff of the Department, public officials, or private parties for purposes directly connected with the administration of the programs for which its use is intended. Such information may also be shared with State, Federal or local government agencies that have a financial role in the project.

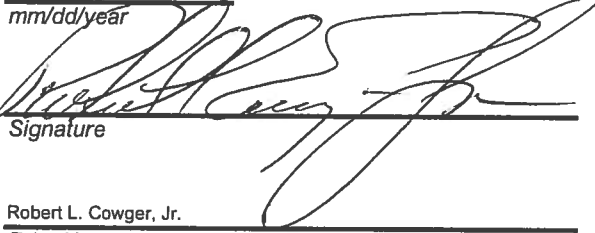
The Department intends to make available to the public certain information regarding projects recommended for reservation of funds by the Department. Some of this information may not be disclosed under Maryland's Access to Public Records Act. By signing and delivering this application to the Department, you hereby AGREE TO WAIVE ANY RIGHTS TO OBJECT TO OR PREVENT THE DISCLOSURE TO THE PUBLIC OF THE FOLLOWING INFORMATION: Borrower's name; name and location of the project; grant, loan or tax credit amount and terms; amounts and source of other financing; public purpose of the grant, loan or tax credit; a description of the project including the number of units and number of units set aside for the public purpose.

Chief Elected Official:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mayor  
Title

Ester Troast  
\_\_\_\_\_  
Print Name

mm/dd/year  
  
 \_\_\_\_\_  
 Signature

\_\_\_\_\_  
City Manager  
Title

Chief Administrative Official:

Robert L. Cowger, Jr.  
\_\_\_\_\_  
Print Name

01/19/18  
 \_\_\_\_\_  
 mm/dd/year

NOTE: THE ACCEPTANCE OF THIS APPLICATION BY THE DEPARTMENT DOES NOT CONSTITUTE A COMMITMENT WITH RESPECT TO A LOCAL GOVERNMENT INFRASTRUCTURE FINANCE PROGRAM LOAN.

---

**LOCAL GOVERNMENT'S TAX CERTIFICATION**

Community Development Administration  
Department of Housing and Community Development  
100 Community Place  
Crownsville, Maryland 21032-2023

McKennon Shelton & Henn LLP  
401 E. Pratt Street, Suite 2315  
Baltimore, Maryland 21202

**Ladies and Gentlemen:**

**In connection with the issuance of the Local Government Infrastructure Bonds (the "Bonds") by Community Development Administration ("CDA"), the undersigned hereby certifies to CDA that the foregoing is true and correct and acknowledges that CDA will rely upon this certification in the issuance of Bonds and that McKennon Shelton & Henn LLP will rely upon this certification in rendering its opinion as to the tax-exempt status of interest on the Bonds.**

**WITNESS my signature this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.**

\_\_\_\_\_  
By: \_\_\_\_\_  
Name: Ester Troast  
Title: Mayor

**MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
COMMUNITY DEVELOPMENT ADMINISTRATION  
LOCAL GOVERNMENT INFRASTRUCTURE FINANCING PROGRAM**

**TAX QUESTIONNAIRE RELATED TO  
REFUNDING PRIOR PROJECT FINANCING**

**INTRODUCTION**

By participating in the Community Development Administration's ("CDA") Infrastructure Financing Program, you will be receiving proceeds ("Loan Proceeds") from CDA's Local Government Infrastructure Bonds (the "Bonds") issued pursuant to Section 4-101 through 4-255 of the Housing and Community Development Article of the Maryland Annotated Code, as amended. In order for the interest on the Bonds to be and remain tax-exempt, the use of your Loan Proceeds and the use of the facilities and equipment financed or refinanced with your Loan Proceeds must satisfy certain requirements of the Internal Revenue Code of 1986 (the "Code") and applicable regulations (the "Regulations"). The following questionnaire (this "Questionnaire") is designed to elicit the information necessary to assure compliance with these requirements as of the date of closing of the Bonds. At the time of issuance of the Bonds, CDA will execute a tax certificate (the "Tax Certificate") setting out tax requirements applicable for the term of the Bonds. The information contained in your response to this Questionnaire will be relied upon by CDA as a basis for the factual representations contained in the Tax Certificate.

**LOCAL GOVERNMENT'S RESPONSIBILITY**

You are responsible for completing this Questionnaire and providing the requested documentation to CDA's bond counsel. This Questionnaire should be completed and returned to CDA's bond counsel as early as possible in the financing process in order to assure the closing of your loan on schedule. Please feel free to attach additional sheets with explanatory materials wherever necessary. If a particular question does not apply to your financing, simply write "N/A."

*Contact Information:*

CDA's Bond Counsel –

William Henn  
McKennon Shelton & Henn LLP  
401 E. Pratt Street, Suite 2315  
Baltimore, Maryland 21202  
Phone: 410.843.3520  
Fax: 410.895.0965  
E-Mail: [william.henn@mshllp.com](mailto:william.henn@mshllp.com)

CDA -

Anthony Mohan, Principal Counsel  
Office of Attorney General  
Dept. of Housing & Community Development  
7800 Harkins Road  
Lanham, Maryland 20706  
Phone: 301.429.7477  
E-Mail: [Tony.Mohan@Maryland.gov](mailto:Tony.Mohan@Maryland.gov)

**TAX QUESTIONNAIRE FOR LOCAL GOVERNMENTS**



**(CDA INFRASTRUCTURE PROGRAM)**

**Official Name of Local Government:** Pocomoke City

**EIN:** 52 -6000803      **Project(s):** Described below

Please feel free to contact CDA’s Bond Counsel (contact information listed above) with any questions that you have regarding the completion of this Questionnaire.

The assets being refinanced through the repayment of prior debt with the proceeds of your Refunded Loan (defined below) shall be referred to herein as the “Project.” *Use Tax Questionnaire related to new project financing if you are NOT refunding or refinancing outstanding debt with the proceeds of your Loan.*

1.     Refunded Loan. Is Local Government refunding a loan to the Local Government (a “Refunded Loan”) made from proceeds of the prior issuance of CDA Local Government Infrastructure Bonds?

   Yes                        No

Indicate below Name, Date and Amount of Refunded Loan:

---

---

2.     Describe the Project(s) for which the proceeds of the Refunded Loan were expended (for example, a new courthouse, streets and sidewalks, loans to other entities, refund prior debt, etc.).

Building the Water/Wastewater Treatment Plant

3. Were the proceeds of the Refunded Loan used to advance refund another indebtedness of the local government (meaning were the proceeds used to provide for payments of principal and interest on an indebtedness that were due more than 90 days after the date of the Refunded Loan)?

Yes  No

4. Have all of the proceeds of the Refunded Loan been expended?

Yes  No

5. If the answer to question 3 is no, what is the amount of the proceeds of the Refunded Loan that remain unexpended? N/A

6. Ownership of Project(s). Is the Local Government the sole owner of the Project(s) and the land on which it is located? If the Local Government leases the Project(s) from another entity, attach a copy of the lease.

Yes  No

Lease attached.

If No, is the owner a government unit? Note that the federal government does not qualify as a governmental unit.

Yes  No

7. Users of the Project(s). (a) Is any portion of the Project(s) leased to another entity?

Yes  No

(i) If Yes, attach a copy of the lease(s).  Lease(s) attached.

(ii) If Yes, is the entity a governmental unit?

Yes  No

(b) Is any portion of the Project(s) used by any entity that is not a governmental unit, other than as described in (a) above? (For purposes of this question, property should be considered to be used by an entity if such entity occupies, manages or in any other way uses or receives benefits from any portion of the property, other than on an equal basis with the general public.)

Yes  No

If Yes, please describe.

(c) Does any person or entity other than a governmental unit manage any portion of the Project(s) or provide services (other than janitorial or maintenance services) in any portion of the Project(s) under a management, service or other contract?

Yes  No

If Yes, please attach a copy of each such contract.  Contracts attached.

8. Does any person or entity other than the Local Government pay, directly or indirectly, any part of debt service of the Refunded Loan?

Yes  No

If Yes, please provide the name of each such person or entity and the amount of debt service that it directly or indirectly pays (note: please contact bond counsel if you have any questions about "indirect" payment of the Refunded Loan).

9. Since the date the Refunded Loan was made, has the local government paid or otherwise discharged its obligations under the Refunded Loan? NO

10. Is the Refunded Loan tax-exempt debt?

Yes  No

If Yes, attach a copies of the tax documentation relating to the prior debt (for example, the Form 8038 and the Tax and Section 148 Certificate, No-Arbitrage Certificate or Tax Compliance Certificate).

Copies of tax documentation attached.

(b) Is the Refunded Loan taxable debt?

Yes  No

If Yes, please describe.

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EXHIBIT A

PROJECT:

Municipal water system improvement including engineering study, acquisition of land for new wells, test wells, production wells, renovation of existing distribution system, installation of new and additional filter systems, storage systems, distribution systems, and operational status requirements.

Maximun Principal Amount of Debt to be used for Reimbursement:  
\$ 2,554,000.00.