

May 7, 2018

The regular meeting of the Pocomoke City Mayor and Council was held in the Council Chambers at City Hall on Monday, May 7, 2018. The meeting was called to order at 6:30 P.M.

Present: Mayor Bruce Morrison  
First Vice President Esther Troast  
Council Members: Diane Downing, Todd Nock,  
Dale Trotter, George Tasker  
City Manager Robert L. Cowger, Jr  
City Attorney Roscoe Leslie  
City Clerk Carol L. Sullivan

Review and Approval of Minutes

In a motion (Nock, Trotter passed) to approve the minutes of the April 30, 2018 meeting.

Review and approval of bills

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

Lt. Hancock and Lt. Craven to present flag to Cpl. Conner in remembrance of K-9 Jet

Lt. Hancock spoke about K-9 Jet and presented a token of appreciation to Cpl. Matthew Conner in remembrance of Jet.

Ms. Margaret Bradford, (Salisbury Kennel Club Charitable Trust), to present K-9 Zeke a K9 vest

Ms. Bradford was present and presented K-9 Zeke a vest. She offered her assistance in the future, if needed.

First Reading of Ord. 438 to set the tax rates for 2018-2019

First Vice President read for the record:

AN ORDINANCE OF THE MAYOR AND COUNCIL OF  
POCOMOKE CITY, MARYLAND SETTING THE TAX RATES  
FOR FISCAL YEAR 2018-2019

First Reading of Resolution No. 517 to submit Circuit Rider application

First Vice President read for the record:

A RESOLUTION OF THE MAYOR AND COUNCIL OF POCOMOKE CITY,  
MARYLAND AUTHORIZING THE SUBMISSION OF A MARYLAND  
CIRCUIT RIDER APPLICATION

Planning Director Dan Brandewie stated that this will be our second year applying for a Circuit Rider Grant. This position is shared with the City of Crisfield for twenty-hours per week in Pocomoke City and twenty-hours in Crisfield. We are still negotiating with the City of Crisfield for matching funds with benefits. This will authorize us to submit a grant application for a two-year position, similar as to what we currently have.

Authorize First Vice-President to sign updated Community Development Block Grant  
Program requirements

A. Section 3 Plan

Planning Director Brandewie explained the Section 3 Plan as the City is required to comply with Section 3 of the Housing and Urban Development Act of 1968 (as amended). Section 3 requires the City to ensure, to the greatest extent possible and consistent with existing federal, state and local laws and regulations, that employment and contracting opportunities are provided to low and very low-income persons. Section 3 applies to all contracts awarded that exceed \$100,000.

B. Residential Anti-Displacement and Relocation Assistance Plan

Planning Director Brandewie explained Residential Anti-Displacement and Relocation Assistance Plan as Pocomoke City will provide relocation assistance as required under the U.R.A. to all persons or businesses displaced as a direct result of assisted activities. They shall be provided relocation benefits which, at a minimum, include:

- Relocation assistance planning and advisory services;
- Moving expenses;
- Referral to comparable replacement unit; and

- Replacement housing payments for 42 months.

C. Citizen Participation Plan

Planning Director Brandewie explained that the City will keep the citizens informed of the availability of C.D.B.G. funding including the amount the State makes available under each state fiscal year, the eligible C.D.B.G. activities, and the eligible uses of C.D.B.G. funds, encourage citizen participation and ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the general proposed and actual use of C.D.B.G. funds.

In a motion (Trotter, Downing passed) authorizing First Vice President Troast to sign the Section 3 Plan, Residential Anti-Displacement and Relocation Assistance Plan, and Citizen Participation Plan.

First Reading of Ordinance No. 439 to authorize Bond Counseling for Wastewater Treatment Plant financing

The item was tabled at this time.

City Manager to discuss road closure: Riverside Dr short section from Willow to Maple Street for fuel tanks

City Manager Cowger asked to have a short section of Riverside Drive from Willow Street to Maple Street closed for the installation of fuel tanks at the dock. Mr. Cowger met with Fire Marshall Jeff McMahon. The City has clearance with M.D.E. but not the Fire Marshall's office for the proposed location on Riverside Drive as it does not meet the Fire Code. If we block one section of Riverside Drive from Willow Street to Maple Street and barricade them off we could place them there. Mr. Cowger explained how the configuration would work. This approach would be satisfactory with the Fire Marshall. These tanks would be manned three days per week by L & S Marine at a cost savings for the City. L & S would have three pontoon boats available for rentals and their employee would man our tanks on those days from (typically) Memorial Day through Labor Day. These tanks would be on skids and not permanently set, so in the future when our marina is in place they can be moved there.

In a motion (Trotter, Tasker passed) to allow a partial road closure of Riverside Drive for placement of fuel tanks.

Other Items:

City Manager Cowger said there is a pipe that runs under the street on Riverside Drive that has collapsed over time and left an opening in the roadway. He is digging the area up and

replacing that pipe. That road may be closed for a couple of days during repair.

He also said that water in the Heights is being tested twice a week now that the IOREX is connected. He showed samples of the water that was drawn about 30 minutes ago. None of these samples came from homes which have filters. The water is perfectly clear now. Fourteenth Street is now finished with new piping. Next Monday he plans to start the next phase on Princess Anne Lane. He said what we are doing is absolutely working.

City Manager Cowger read a letter from Zachary Moats, a Pocomoke City youth and an R.O.T.C. participant, who recently won First Place in the State Skills Championship. He is requesting a donation for his participation in the National level competition in June. His goal is to raise a total of \$1,000 and would gladly accept any donation.

In a motion (Downing, Trotter passed) to contribute \$500 to Zachary Moats for his participation in the National Contest.

#### Comments from the Council

Councilman Tasker said he had a call from Dave , from Winter Quarters Drive, about a couple of dead trees that had fallen. City Manager Cowger said they are chipping and would take care of it.

Councilwoman Downing said there are items out for bulk item pick-up. Market Street, Laurel and Tenth, several on Cedar Street. There was a discussion about the number of items placed out there.

Councilman Trotter said he was pleased with the board up at the former card shop.

Councilman Nock said to not forget about Children at Play signs. He asked his aunt Debbie (in the audience) if the speeding on Laurel Street had improved any and if there was police activity. She said she saw some walkers. She said Fourth Street is as busy as Market Street. She thinks there should be a speed limit on that corner. City Manager Cowger said he would make sure there was one put there. Councilman Nock mentioned a Neighborhood Watch sign in that area. City Manager Cowger said he would get another sign in place. Councilman Nock said his grandmother lives at Fourth and Laurel Streets.

Councilwoman Troast said she had two complaints about the “pod” on Clarke Avenue sitting out in the street, and it is not setting a precedent for anyone that might have to have one to clear their property and sitting out in the street. Lt. Hancock was asked if it was an illegal sitting but he was not sure without checking the City Ordinance. City Manager Cowger said he would check into it and added it has been there for about two weeks. It is a safety hazard as it blocks your view.

#### Comments from the Audience

Wendell White asked about a decent emergency shelter in case we have some kind of major catastrophe in Pocomoke other than the school, something that is run by generators, fully

furnished with bedding and food. City Manager said the schools and the firehouse and community center is also listed as one. Councilman Trotter said the firehouse was secondary to the high school. If the high school fills up, it would be the fire department. Bill Sparrow added that he didn't think the firehouse is open to the public. What it is designed for is all the personnel that is working – like police officers, the ambulance crew, and the people that work on the road. That was what it was designed for. City Manager said they do not stock cots and all that there but believes the County would set it up if there was a major catastrophe. It is not set up now but it could be. It would be an overflow from the schools if anything.

Following a motion by Councilwoman Downing and seconded by Councilman Trotter, the meeting adjourned at 7:05 p.m.

The Council voted to meet in a closed session at 7:06 p.m. in the Council Chambers. Present were Mayor Morrison, Councilwoman Troast, Councilman Nock, Councilman Trotter, Councilwoman Downing, Councilman Tasker, City Manager Cowger, City Attorney Leslie, and City Clerk Sullivan. The Mayor and Council were 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. Councilwoman Troast read a letter from Mayor Bruce Morrison. The Council agreed to have everyone to work together, to have strong communication, and to move forward.

In a motion (Downing, Trotter) to adjourn the closed session at 8:02 p.m.

In a motion (Trotter, Nock) to open the meeting.

The meeting adjourned at 8:03 p.m.

Approved: May 21, 2018

*Paula M. Sparrow*

Paula M. Sparrow  
Deputy Clerk