

## Regular Meeting Minutes

The meeting of the Pocomoke City Mayor and Council was held via Zoom and Facebook livestream on Monday, May 4, 2020. The meeting was called to order at 6:38 PM.

Present: Mayor Bruce Morrison  
First Vice President: Todd J. Nock  
Council Members: Diane Downing-not present, Esther Troast  
R. Scott Holland  
City Manager on Interim Basis: Jeremy Mason  
City Attorney: Andrew Illuminati  
City Clerk: Michelle Beckett-El Soloh

Pledge of Allegiance, Prayer by Councilmember Esther Troast, Call to Order @ 6:38PM:

Review and Approval of Minutes from Meeting of April 20, 2020:

Motion to approve minutes from April 20, 2020 (Nock, Troast passed) @ 6:44PM

Acclamation: Holland-aye, Nock-aye, Troast-aye; none opposed; motion carried

Review and Approval of Current Bill List:

Motion to approve current bill list (Holland, Troast passed) @ 6:40PM

Acclamation: Holland-aye, Nock-aye, Troast-aye; none opposed; motion carried

Council Approval for Excavator Bid:

Interim City Manager said the sealed bid process and only received 1 bid for a mini hydraulic excavator for Public Works, that is desperately needed to help with digs. This a brand new, really nice equipment. The amount was \$115,309.00. Councilmember Nock wanted to know what is wrong with the current excavator that the City has. Mr. Mason said, the Public Works crew has expressed a need for this equipment. This one has more pushing and digging capacity. The old one is needing frequent repairs. We are thinking ahead and we would have 2. Councilmember Downing wanted to know if there is enough money in the budget and if it was a buyback or an outright purchase. Mr. Mason said it is an outright purchase and there is money in the budget. Councilmember Nock said he would like to see a few more bids from local company and also see data from other municipalities. He would like it tabled until the next meeting. Councilmember Holland asked who bids went out to. Mr. Mason said it was advertised and cannot remember who bid were sent to. (City Clerk Note: RFPs are advertised in a legal newspaper ad and on City website as open invitation and not sent to individuals). The bid that was submitted came in from Alban in Delmar. Councilmember Troast wanted to know if Atlantic Tractor carries that kind of equipment. Mr. Mason said they can probably source it out but not sure if they have Caterpillar. Some others are John Deere and Kubota but Caterpillar seems to be the standard. Councilmember Troast said she would like to reach out to local companies to see if they carry that equipment.

Motion to table bid approval to see if mini excavator equipment is available from a local company (Nock, Troast passed) @ 6:56PM

Acclamation: Holland-aye, Nock-aye, Troast-aye; none opposed; motion carried

Councilmember asked that people who post comments regarding the Council meeting be courteous and respectful.

Resolution for Grant Writer Proposal, 1<sup>st</sup> Reading:

Councilmember Nock executed 1<sup>st</sup> reading:

**Resolution 529**  
**Authorizing Submission of Circuit Rider Application**  
**Pocomoke City, Maryland**

Circuit Rider, Lafabian Marshall, explained a little about what the Circuit Rider role is. It is a shared position between the City of Crisfield and Pocomoke City, 20 hours in each City. Pocomoke and Crisfield have shared the grant for a few years now. Circuit Rider Program assists small town and city governments with building their administrative capacity. The program provides grants to hire professional staff to work as a "circuit rider" to multiple towns assisting with specific municipal functions and activities. Small municipalities with populations of 5,000 or less are eligible. Circuit Rider positions will consist of two or more municipalities. The municipalities must be within reasonable proximity to each other. Grant funds can only be used to pay for salary and fringe benefits for circuit rider staff over a one- year period. Eligible governments are notified at the opening of the competition and when applications are due. Applications are evaluated based on the following factors: need, proposed accomplishments, financial commitment, support and existing circuit riders will also be evaluated on past performance.

Department Comments

Interim City Manager, Jeremy Mason, said mostly business as usual. We are trying to decide if Public Works employees should return to normal schedule or split groups due to COVID-19 distancing. Work is increasing due the warmer weather. The Mayor and Councilmember Nock said the issue is the public is not seeing anything accomplished. Cypress park grass will be cut soon, Shingles on the pavilion were blown off in the wind storm. Those things have been hard to get to with reduced staff. Public Works needs to wear gloves and mask at all times. City Hall is also taking temperatures before reporting to work.

Council Comments

Councilmember Troast said someone sent her a picture of the shingles in Cypress Park. Looks like there was also an unattachment of the roof also. Mr. Mason said Public Works has looked at the whole situation down there and it can be repaired but it should have a new roof soon. There also some leaks in areas of the roof. Metal is cheaper to get right now so we will see how that compares to shingles. He will get bids for that job. Councilmember Nock said he was walking and saw someone in Public Works cross the road in a golf cart without looking and almost got struck. The car was able to slam on breaks. Mr. Mason said he will speak to Public Works and keep an eye on safety issues.

Public Comments

Elizabeth Bateman asked how many full-time employees the City has. Mr. Mason answered 62 full-time and 23 part-time in EMS.

Motion to adjourn meeting (Nock, Downing passed) @ 7:10PM

Acclamation: Holland-aye, Nock-aye, Troast-aye; none opposed; motion carried

Approved: K. Michelle Beckett-El Soloh  
City Clerk