

**MINUTES**

**BOARD OF TOWN COMMISSIONERS**

**March 4, 2019**

The regular meeting of the Board of Town Commissioners was called to order on Monday, March 4, 2019 at 7:30 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

**MEMBERS PRESENT:** Susan U. Burdette, Chair  
Amy G. Chmielewski  
Philip L. Einhorn  
Brendan P. Hopkins  
Patrick T. Richards

**STAFF MEMBERS PRESENT:**

L. Jesse Bane, Town Administrator  
Trish Heidenreich, Director of Economic Development  
Stephen Kline, Director of Public Works  
Michael Krantz, Director of Administration  
Lisa Moody, Director of Finance  
Charles Moore, Chief of Police  
Kevin Small, Director of Planning  
Charles Keenan, Town Counsel  
Joan Suitt, Recording Secretary

**APPROVAL OF AGENDA:**

Chair Burdette called for approval of the Agenda.

Commissioner Richards moved and Commissioner Einhorn seconded the motion to approve the Agenda as written. The motion carried.

**APPROVAL OF MINUTES:**

Commissioner Richards moved and Commissioner Hopkins seconded the motion that the minutes of the Board of Commissioners' meeting held on February 19, 2019 and February 26, 2019 be approved as submitted.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

Abstained: Commissioner Richards - February 26, 2019

The motion carried.

**NEW BUSINESS:**

Ordinance No. 789-19 - Enact Chapter 465 Wireless Facilities and Utilities in the Public Ways

Commissioner Richards moved and Commissioner Hopkins seconded the motion that Ordinance No. 789-19 enacting Chapter 465, Wireless Facilities and Utilities in the Public Ways regulating the installation of small cell facilities, wireless support structures and other utilities in the public right-of-way be received by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

A public hearing has been scheduled for March 18, 2019, 7:30 p.m. at Town Hall.

Resolution No. 1124-19 - Wireless Facilities and Utilities Guidelines

Commissioner Richards moved and Commissioner Hopkins seconded the motion that Resolution No. 1124-19 for Wireless Facilities and Utilities Design Guidelines related to Chapter 465 to establish criteria for the appearance and location of wireless facilities in the Town right-of-way be received by the Bel Air Board of Town Commissioners.

Commissioner Richards asked if this Resolution will be tied to the public hearing for Ordinance No. 789-19. Mr. Small agreed.

Commissioner Chmielewski commented small cells will be allowed on existing structures to keep poles from being placed everywhere. Mr. Small advised that is not handled in this Chapter but will in another part of the code.

Commissioner Hopkins noted the Town wants to provide the 5G and to keep equipment out of residential neighborhoods. Mr. Small advised with having to go through the review process it provides the Town with an objective criteria.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

A public hearing has been scheduled for March 18, 2019, 7:30 p.m. at Town Hall.

Resolution No. 1125-19 - Town's Fee Schedule

Commissioner Richards moved and Commissioner Hopkins seconded the motion that Resolution NO. 1125-19, amending the Town's Fee Schedule, be received by the Bel Air Board of Town Commissioners.

Commissioner Hopkins recommended raising the rate for Food Trucks when the Fee Schedule is reviewed again.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

A public hearing has been scheduled for March 18, 2019, 7:30 p.m. at Town Hall.

Resolution No. 1126-19 - Town Code Fines and Penalties

Commissioner Richards moved and Commissioner Hopkins seconded the motion that Resolution No. 1126-19, amending the Town's Code for Fines and Penalties, be received by the Bel Air Board of Town Commissioners.

Commissioner Richards advised, for a clarity perspective, the public hearings will include the application process, design, fees and fines/penalties.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

A public hearing has been scheduled for March 18, 2019, 7:30 p.m. at Town Hall.

Resolution No. 1127-19 - Budgetary Amendments - Fiscal Year 2019

Commissioner Richards moved and Commissioner Hopkins seconded the motion that Resolution No. 1127-19, amending the budget for fiscal year 2019 for additional appropriations, monetary adjustments, and transfers between departments, be received by the Bel Air Board of Town Commissioners.

Commissioner Einhorn asked if this will affect the Fiscal Year 2020 budget. Commissioner Richards advised this is a budget amendment for current FY2019.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

A public hearing has been scheduled for March 18, 2019, 7:30 p.m. at Town Hall.

Lease Agreement - Main Street Tower Restaurant and Lounge, LLC

Commissioner Hopkins moved and Commissioner Richards seconded the motion that the lease agreement between the Town of Bel Air and Main Street Tower Restaurant and Lounge, LLC for the lease of the Parcel at 37 S. Main Street, as shown on the aerial photo Lease Exhibit A, be approved by the Bel Air Board of Town Commissioners.

Commissioner Richards recommended delaying the approval until the sign issue is resolved. Commissioner Einhorn agreed.

Commissioner Hopkins asked for clarification on the sign. Mr. Krantz explained the lease agreement gives the Town the right to place a sign. The restaurant owner did not object but wants to come to an agreement on what type of sign and who pays for it.

Mr. Small advised during the original lease, the Town erected and paid for the directional sign to the garage/downtown. The sign came down when renovations began at the restaurant and staff wanted to keep the sign stipulation in the lease for the future. Mr. Small informed there is no plan to put up a sign this year.

Commissioner Chmielewski asked if the sign was damaged during construction or not match the renovation. Mr. Small stated the sign could be put back but feels it is not complimentary. Commissioner Chmielewski noted it is public parking there, not the restaurant's parking.

Mr. Krantz advised the language in the lease states the Town can put up the sign and if this lease is approved the Town can make the decision.

Mr. Keenan, Town Council, stated the Town has the right and the verbiage is in every lease.

After clarification of the lease, the Town Commissioners moved forward with the motion to approve.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

Award of Bid - Purchase of Police Interceptor

Commissioner Hopkins moved and Commissioner Richards seconded the motion that the bid from Hertrich Fleet Services Incorporated for the purchase of one (1) 2020 Ford Explorer Police SUV AWD Interceptor, in the amount of \$35,733.00, be accepted by the Bel Air Board of Town Commissioners.

Commissioner Hopkins inquired if the vehicle will be black with the white logo. Chief Moore agreed.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

Award of Bid - Purchase of 4WD Light Duty Truck

Commissioner Hopkins moved and Commissioner Richards seconded that the bid from Hertrich Fleet Services Incorporated for the purchase of one (1) 2019 Ford ¾ utility pickup, 4WD, in the amount of \$40,458.00, be accepted by the Bel Air Board of Town Commissioners.

Commissioner Hopkins agrees with the purchase and asked if the vehicle will be unmarked. Chief Moore stated yes.

Commissioner Chmielewski understands this vehicle is more secure for equipment. Chief Moore agreed.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

Award of Bid - Patrol Vehicle Accessories

Commissioner Hopkins moved and Commissioner Richards seconded the motion that the bid from the Global Public Safety Corporation (GPS) for the purchase of patrol/utility vehicle accessories and installs for one (1) 2020 Ford Explorer SUV AWD Interceptor; and one (1) 2019 Ford light duty truck, in the amount of \$27,633.00, be accepted by the Bel Air Board of Commissioners.

Commissioner Hopkins inquired if the unmarked vehicle will have enough side lights. Chief Moore agreed and notified the vehicle is long enough to block a road.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins, Richards and Burdette

Nays: None

The motion carried.

**PUBLIC COMMENTS:**

None.

**COMMISSIONER COMMENTS:**

Commissioner Einhorn is concerned that the Irish Chorale and the Susquehanna Symphony Orchestra are scheduled the same night and time for the past several years.

Chair Burdette stated that has been a concern and knows the school is booked over a year in advance by the symphony.

Commissioner Einhorn commented with different dates the number of people attending could double.

Commissioner Chmielewski informed of the St. Baldrick's Fundraiser for children's cancer at Looney's Pub, March 9<sup>th</sup> beginning at 12 noon. Looney's will donate 20% of the food and drinks. There will be a DJ, live music, give-a-ways, auctions, raffles, special guest/activities for the kids and get your head shaved for a good cause. Commissioner Chmielewski encouraged everyone to attend.

Chair Burdette informed:

- February 25<sup>th</sup> - several were interviewed by Channel 2 about the DART Program to be aired Thursday evening. Commissioner Burdette recognized Chief Moore and Cpl. Gullion for their involvement.
- February 27<sup>th</sup> - Chair Burdette had the honor to be on a panel with Aberdeen Mayor McGrady, Havre de Grace Mayor Martin and Council President Pat Vincenti to teach the 2019 Harford Leadership Academy of how local government works. Chair Burdette stated it was a great opportunity to talk about Town issues.

**ADJOURNMENT:**

The meeting adjourned at 8:16 p.m.

Signature on file

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Susan U. Burdette, Chair  
Board of Town Commissioners

Signature on file

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Michael L. Krantz, Town Clerk