

MINUTES

BOARD OF TOWN COMMISSIONERS

June 17, 2019

The regular meeting of the Board of Town Commissioners was called to order on Monday, June 17, 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

ABSENT: 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 Hopkins moved and Commissioner Einhorn seconded the motion to approve the Agenda as written. The motion carried.

APPROVAL OF MINUTES:

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that the minutes of the Bel Air Board of Commissioners' meeting held on June 3, 2019 and June 11, 2019 be approved as submitted.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

PRESENTATIONS:

Bel Air Lions Club Certificate of Recognition

Chair Burdette has had the honor of attending many Bel Air Lions Club fundraising events and spoke at their 2018 dinner celebrating the Town's 75 year partnership with the Lions.

Chair Burdette shared some recent accomplishments:

- Funded the installation of the shelter at Shamrock Park.
- Coordinated the install of a light in the shelter and a tree nearby that was funded by the Greater Bel Air Community Foundation.

- Installed three Little Free Libraries at Rockfield Park playground, Shamrock playground and parking lot near the Tower Restaurant.
- Worked with the Rotary to rehabilitate the Butterfly and Hummingbird Garden in Rockfield Park.
- Worked with Bel Air High School to paint the playground animals.
- Provided waste bins for Shamrock Park.
- Maintained the Sensory Garden in Rockfield Park for many years.

Chair Burdette thanked Mr. Small, Director of Planning who played a significant role to bring these projects to conclusion and Mr. Kline, Director of Public Works, and staff who assisted with many projects.

On behalf of the Bel Air Board of Town Commissioners, Chair Burdette presented a Certificate of Appreciation to David Guzewich and Bobbie Whitlock of the Bel Air Lions Club for providing the many amenities to our parks and playgrounds to be enjoyed by all.

Aberdeen Proving Ground Presentations

Major General Randy Taylor, Senior Commander Aberdeen Proving Ground

Chair Burdette notified on June 20, 2019, we will be saying farewell to Major General Randy S. Taylor, Commanding General, U.S. Army Communications - Electronics Command and Senior Commander, Aberdeen Proving Ground, Maryland. Major General Taylor will relinquish command and we will welcome Major General Mitchell L. Kilgo.

Chair Burdette learned a lot about the Town's valuable relationship with Aberdeen Proving Ground the past two years in viewing multi-media stories/pictures of the past, touring new corridors and listening to lectures from doctors, scientists, public health specialist and skilled personnel to catch snapshots of the future. Chair Burdette also had the opportunity to soar in a Black Hawk, shoot a sniper rifle and stand on top of a state-of-the-art tank.

General Taylor is the commanding general for a 16,000 person, two-star global command and the senior commander of a 28,000 person military base. APG is the Army's premier home of innovation in support of joint warfighter readiness.

General Taylor and his spouse Lucas opened their home so that we could discuss partnerships and services for Bel Air over dinner. They invited our citizens to Oktoberfest, Discovery Fest and initiated an annual full-day Opioid Summit for local business and government leaders at all levels.

Lucas Taylor made it his goal in Harford County to invite, include and communicate with APG families and civilians through social media and to encourage many family events as well as supporting numerous county non-profit special functions.

General Taylor believes that the greatest fear of the spouses and families of those who made the ultimate sacrifice to our Nation is that they will be forgotten. He created a Gold Star Memorial which will become an annual tradition to honor their memory.

Chair Burdette thanked General Taylor and Lucas for their service, inspiration and kindness to Harford County and will be forever grateful for their commitment to the community.

On behalf of the Town Commissioners and staff, Chair Burdette presented General Taylor with a framed picture of the Bel Air Armory.

Chair Burdette informed this original watercolor of the Bel Air Armory was commissioned by the Town of Bel Air. Artist Alice Humphries is a longtime resident of Harford County and enjoys life on the Bush River. Alice is a self-taught watercolorist who studied photography and graphic arts and uses her knowledge in those fields as tools in her artwork. The Bel Air Armory was built in 1915 of Port Deposit granite and housed the local National Guard units for many years before becoming a community center for the Town of Bel Air.

General Taylor stated this is a pleasant surprise and loves the Bel Air Armory. He also advised the Mayor is a good shot.

General Taylor presented to Susan Burdette and L. Jesse Bane a Public Service Commendation Medal from the Secretary of the Army for their exceptional service contributing to the defense of the United States while serving as Mayor and Town Administrator, Bel Air, Maryland. Under Ms. Burdette's and Mr. Bane's visionary leadership, Bel Air, the U.S. Army, and the Department of Defense have experienced a renaissance of renewed common purpose and connection. Through their active, earnest, and engaged relationship with the installation, Ms. Burdette and Mr. Bane have demonstrated to the people of Bel Air that Aberdeen Proving Ground (APG) belongs to everyone, and that when the U.S. Army goes to war, the entire Nation goes with it. Ms. Burdette's and Mr. Bane's tireless dedication to the success of Bel Air, APG, and the U.S. Army is in keeping with the highest ideals of selfless service to community and country.

Rick Scavetta, Chief of Community Relations - Aberdeen Proving Ground

Commissioner Hopkins has attended multiple events, dinners, ceremonies and an Opioid Summit at Aberdeen Proving Ground. Through these events, Commissioner Hopkins was able to build relationships with community stakeholders.

Commissioner Hopkins advised Rick Scavetta is the Chief of Community Relations, Aberdeen Proving Grounds, who was significant in increasing the level of communication/networking between the Town of Bel Air and Aberdeen Proving Ground.

In appreciation of his service to the Town, the Bel Air Board of Commissioners awarded Rick Scavetta a Certificate of Appreciation and wished him every success as he moves on to meet future challenges at his next assignment.

Rick Scavetta advised when coming to Maryland over 3 years ago from Germany and landing here in Bel Air everyone welcomed and embraced him. Rick thanked the Town in taking an interest of building a relationship with the Army. Rick stated when traveling you don't have a home and now has a piece of paper giving return rights to say any time; send all my stuff back to Bel Air, I'm going home.

Bel Air Police Department Promotions to Sergeant - Sergeant Matthew Gullion and Sergeant David Madden

Commissioner Hopkins notified Sergeant David Madden was unable to attend the meeting due to sickness in the family.

Commissioner Hopkins stated Sergeant Gullion is now responsible for almost one-quarter of the Police Department's personnel and holds the entire shifts' lives and future in his hands. Your shift will reflect your leadership skills and your expectations of the officers and first line

supervisors beneath you. They will look to you for guidance and advice on situations that at times can be complex.

Commissioner Hopkins stated Sergeant Gullion went through a promotional process and worked hard to earn this promotion. You will be the one to lead the Department into the future; a future that includes technology like Body Cameras and hopefully a new operational/functional Police Department. Commissioner Hopkins encouraged Sergeant Gullion to lead by example and trust your skills and judgement.

Commissioner Hopkins thanked the family, friends and fellow officers attending the meeting and stated you have been a big part of Sergeant Gullion's success.

On behalf of the Bel Air Board of Commissioners, Commissioner Hopkins congratulated Sergeant Gullion.

Chief Moore informed the promotional process began in 2018 that included a written exam and oral interview. Chief Moore congratulated Sergeant Gullion and stated you are a great mentor.

Chief Moore reported Sergeant Matthew Gullion began his career with the Town in April, 2002 as a Cadet working in the Parking Enforcement section. Throughout his seventeen (17) years with the Bel Air Police Department, Sergeant Gullion has filled several roles:

- Police Officer training at the Maryland Transit Authority Police Academy in May, 2004 and completed in December of the same year.
- May, 2006 - promoted to Officer First Class.
- August, 2008 - assigned as the Community Service Officer until January, 2011 when he returned to Patrol Division.
- November, 2103 - promoted to the rank of Corporal.
- September, 2016 - assigned to the Criminal Investigations Division as a Detective Corporal.

Most recently, Sergeant Gullion has contributed to the Department's Drug Abatement Response Team, resulting in a 37% decrease of opioid overdoses in 2018 with higher decreases this year.

Sergeant Gullion has also received numerous awards including two Life-Saving awards, unit citations, and several DUI enforcement awards.

Sergeant Gullion is an ordained pastor at Harvest Community Church in Fallston and holds a Master of Arts in Leadership Studies from Lancaster Bible College.

Sergeant Gullion's wife Tami pinned on his badge. Sergeant Gullion also received gift cards from the Town of Bel Air.

A reception followed for family, friends and officers.

PUBLIC HEARING:

Resolution No. 1133-19 - Town Fee Schedule Amendments

Mr. Krantz, Director of Administration, reported Chapter 192 of the Bel Air Town Code authorizes the Board of Town Commissioners to establish fees for certain Town services, publications, documents, licenses and petitions.

The Town's Fee Schedule was last amended on March 18, 2019. The following sections have recommended amendments:

i. Section: Sewer Fees

I. Adoption of: "Utility Locator Fee"

a. \$35.00 per inspection

i. Note: Homeowners are exempt from this fee.

b. Effective 7/1/2019

ii. Section: Sewer Fees

I. County System Development Fee

a. Increase from \$8,178.00 to \$8,669.00

b. This is a fee collected by the Town of Bel Air on behalf of Harford County.

c. Effective 7/1/2019

Chair Burdette called for public comments. There were none. Chair Burdette called for Commissioner comments. As there were none, the public hearing was closed.

UNFINISHED BUSINESS:

Resolution No. 1133-19 - Town Fee Schedule Amendments

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that Resolution No. 1133-19, amending the Town's Fee Schedule, be approved by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

NEW BUSINESS:

Ordinance No. 790-19 - Floodplain Management

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that Ordinance No. 790-19, updating the Town of Bel Air Floodplain Management Ordinance, Chapter 210 of the Town Code, be received by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

The public hearing will be held on July 15, 2019, 7:30 p.m., at Town Hall.

Resolution No. 1134-19 - Budgetary Amendment - Fiscal Year 2019

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that Resolution No. 1134-19, 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 advised the Tree Committee is working on additional funds for the removal of the Ash trees.

Commissioner Hopkins wanted clarification on the \$800,000 transfer and the \$150,000 returning to capital reserve.

Ms. Moody, Director of Finance advised:

- \$800,000 is being transferred from the one benefit department into the H.R. for each Department.
- \$150,000 goes back into capital reserve due to the inability to build a storage shed.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

The public hearing will be held July 15, 2019, 7:30 p.m., at Town Hall.

Award of Contract Renewal - Office Supplies

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that the existing contract between the Town of Bel Air and Staples Contract & Commercial LLC, to supply the Town with office supplies, be renewed for the one-year contract extension term from August 1, 2019 to July 31, 2020 and be approved by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

Award of Bid - Purchase of Axon Body Camera System

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that the quote from Axon Enterprises for the purchase of body cameras and associated accessory package that accompanies the camera system (total cost over a 5 year period will be \$106,640) be accepted by the Bel Air Board of Town Commissioners.

Commissioner Einhorn stated this is wonderful for the Police Department and will protect our people and officers.

Chair Burdette informed of attending many workshops on body cameras through the Maryland Municipal League.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

Personnel Policy - Classification/Classified & Personnel Table - Employee Benefits

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that revised Personnel Policy II.F.3 entitled Classification - Classified Positions & Personnel Table, be adopted by the Bel Air Board of Town Commissioners.

Commissioner Hopkins will vote no on the Personnel Policy because of the classification on Public Relations Specialist. Commissioner Hopkins stated this position requires specialized duties and to get the right person for the position the salary needs to be increased.

Ayes: Commissioners Chmielewski, Einhorn and Burdette

Nays: Commissioner Hopkins

Absent: Commissioner Richards

The motion carried 3 to 1.

Purchase of Street Vacuum Sweeper

Commissioner Hopkins moved and Commissioner Einhorn seconded the motion that the proposal of Maryland Industrial Trucks, 1330 West Nursery Road, Linthicum, Maryland, as provided to and accepted by Soucewell for a 2019 Elgin Whirlwind Vacuum Sweeper in the amount of \$321,585.00 be accepted by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

Award of Contract: Plumtree Park

Commissioner Einhorn moved and Commissioner Hopkins seconded the motion that the proposal of Cunningham Associates, Inc. for \$43,026.22 to install updated play equipment at Plumtree Park, be approved by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chmielewski, Einhorn, Hopkins and Burdette

Nays: None

Absent: Commissioner Richards

The motion carried.

PUBLIC COMMENTS:

William Coningsby, 110 Wallace Street, Bel Air, Md., informed of his family frequently using the Town's parks and is appreciative of them. The past year, Mr. Coningsby has seen the mowing, weeding and trash collection deteriorate. Mr. Coningsby spoke with Mr. Small and found out about the walking path project at Alice Ann Park and does not feel the path will improve the park. Mr. Coningsby stated:

- there is ample parking close to the park
- the path may require removal of several trees that are valued
- additional maintenance of the park

- substantial cost for the path - funds would be better used on new playground equipment and ongoing maintenance
- concern for water runoff, restoration of neighboring properties and safety

Mr. Coningsby requested the Town provide:

- preliminary plans and budgets for the park improvements
- plans showing location of the path, impact on existing trees, and restoration plans for neighboring properties
- project schedule
- cost benefit analysis demonstrating a short walking path is the best use of funds
- plan, schedule and budget for maintenance of the path

Mr. Coningsby thanked the Commissioners for the time to speak and distributed a handout.

Commissioner Chmielewski inquired if the proposed path is in the budget. Mr. Small stated it was approved in the last budget and informed if cost is more than \$25,000 it would come before the Commissioners.

Mr. French Poole, Giles Street, is concerned with parking on both sides of Williams Street between Maulsby and the Ma & Pa Trail as traffic has difficulty getting through. Mr. Small advised noticing the issue and it will be reviewed.

Mr. Poole distributed a children's book written by his late wife where Bel Air plays a part of the story.

Commissioner Chmielewski stepped down from the dais and spoke as a resident of the Town informing the past several months vehicles parked on Giles Street have been hit four times. Ms. Chmielewski stated the street is wide enough for vehicles to pass but people are speeding and using the road as a cut-through. This has been reported to the police and Ms. Chmielewski thanked Chief Moore for seeing more officers patrolling the area.

Capt'n Jim McMahan advised the Town has done a fantastic thing when recognizing Major General Taylor who has the commitment that inspires people and is one of a kind. Capt'n Jim stated much more important is having a policy in place that guarantees the promotion of the most qualified individuals within the Police Department. Capt'n Jim remarked, with the promotion of two young men who went through a qualification process and not just a "good ole boy" slap on the back will now become a commander making decisions on the streets of Bel Air where police officers reflect on them. Capt'n Jim thanked Chief Moore and the Commissioners in keeping the Police Department your ambassadors on the street who will speak for you each and every day.

COMMISSIONER COMMENTS:

Commissioner Hopkins extended a safe trip to the MML Conference.

Commissioner Einhorn informed one of his neighbors had a problem and met with Chief Moore this morning and within hours the entire problem was solved. Commissioner Einhorn stated it is amazing how Chief Moore can solve problems in the Town.

Chair Burdette advised:

- On June 11th Noah Breslow, CEO of OnDeck, the nation's largest online small business lender, visited Tea by Two to present the owners, Erin Bradley and Janet Meyers, with an award. The visit was part of OnDeck's "Summer of Small Business" cross country tour to recognize the achievements of small business owners throughout the US. Chair Burdette presented a Certificate of Achievement to Tea by Two. Mr. Breslow was so impressed with the Town and shops he plans to return for another visit.
- On June 11th Chair Burdette attended a ribbon cutting for CoreLife. CoreLife is the local, preventative care specialist that focuses exclusively on weight reduction and lifestyle modifications. CoreLife has many successful locations and we are so proud that they chose Bel Air as their premier location in Harford County.

ADJOURNMENT:

The meeting was adjourned at 8:47 p.m.

Signature on file

Susan U. Burdette, Chair
Board of Town Commissioners

Signature on file

Michael L. Krantz, Town Clerk