

MAYOR & COMMISSIONERS
November 9, 2020
Via Teleconference

Mayor Wells called the regular scheduled meeting of the Mayor and Commissioners of Delmar, Maryland to order at 7:00 P.M. Due to COVID-19, the meeting is being held via teleconference. In attendance were Deputy Mayor Unsell, Commissioners Scholl, Tucker. Town Manager Bynum-King, Police Chief Barkley, Clerk of Council Vondell Spencer and Robert Benson Town Attorney. Guest: Chris Brown, Alan Perry and Christine Park. Absent: Commissioner Lenox.

Mayor Wells performed the Pledge of Allegiance followed by a roll call to confirm there was a quorum. A quorum was established.

Mayor's Comments-

Mayor Wells stated due to pandemic, the decision was made not to have the annual holiday dinner for staff and volunteers this year. Each department will have their own luncheon and the volunteers will be recognized with a card and gift card.

Approval of Minutes

A motion was made, seconded, (Scholl /Unsell) and carried to approve the October 12, 2020 minutes as circulated by roll call vote of 4 Ayes 1 Absent.

Unfinished Business-

Town Mgr. Bynum-King noted the Town is still waiting for correspondence from the Maryland Department of Planning with comments on the Marshall Annexation. Once the comments are received the Town will proceed to the County for comments.

New Business –

None.

Committee Reports:

Student Advisory-

Ms. Park reported: 1.) Currently the school has plans to let students back into the building two days a week by grade starting November 19, 2020 to reduce the risk of contamination. Students will attend class Thursday-Friday or Monday-Tuesday. First 5th and 12th graders. As the weeks progress more grades will be allowed into the building. 2.) American Education week begins November 16, 2020 which is the same day the 1st marking period ends. 3.) Students and teachers

appear to be more involved with clubs and after school activities as students get closer to the end of the marking period. For example: clubs are beginning to nominate and elect officers and virtual meetings are being held to inform and prepare members for participation in areas of extracurricular activities. 4.) Students seem to be excited to see each other again. Mayor Wells said she is apprehensive about students returning to the school in person but it needs to happen. There has been at least one school that opened and had to close due to COVID-19 problems.

Police Chief's Report

Chief Barkley reported as follows: 1.) Halloween was successful with no issues. 2.) Extra officers were on duty for Election Day which was successful and without incident. 3.) Delmar Elementary was open on a limited basis today with a large presence. 4.) The crossing guard position is still open at the High School. 5.) Delmar Police Department is still participating in Police Reform for MD and DE. Mayor Wells questioned Chief Barkley if the Reforms were mandates handed down federally or state. Chief replied state, mostly because they are trying to get ahead of anything that may come down federally. It looks like the mandates are similar in MD and DE. Mayor Wells further questioned if there is something that we can do within the municipality that will make it uniform. Chief answered the states are making the mandates uniform within their states. 6.) Mayor Wells asked Chief if there was a shooting at the Country Hearth Inn & Suites last weekend. Chief Barkley replied no.

Parks and Recreation – No Report.

Code Enforcement Officer Report - The report is included in the mail packets.

Utility Commission

Deputy Mayor Unsell reported as follows: 1.) We are still waiting for correspondence from Mr. Homens regarding the denial of his request for reimbursement for cost he incurred for a water leak at this property. 2.) The roof replacement project for the WTP has been contracted. 3.) WWTP east tertiary drive has been fixed and operating well. 4.) The west tertiary drive will be repaired in January 2021.

Public Works – The report is included in the mail packets.

Planning & Zoning-

Commissioner Scholl and Commission member Beverly Wilson reported as follows:

1. **Chris Brown/Ryan Homes-New Home Build-Heron Ponds Subdivision-Lot 288, 9522 Song Sparrow Circle, Delmar, MD**-Representative Chris Brown presented a new home build as referenced. Commission Member Wilson stated this is an Allegany Elevation A, 4 bedrooms, 2 1/2 baths.

Planning and Zoning Commission gave a favorable recommendation to the Mayor and Commissioners to accept the approval of - Chris Brown/Ryan Homes - New Home

Build-Heron Ponds Subdivision-Lot 288, 9522 Song Sparrow Circle, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commissions favorable recommendation to accept the approval of-New Home Build-Chris Brown/Ryan Homes-Heron Ponds Subdivision-Lot 288, 9522 Song Sparrow Circle, Delmar, MD, per the attached drawings. A motion was made/seconded (Unsell/Tucker) and carried by roll call vote of 4 Ayes 1 Absent.

2. **Chris Brown/Ryan Homes-New Home Build-Heron Ponds Subdivision-Lot 291, 9532 Song Sparrow Circle, Delmar, MD**-Representative Chris Brown presented a new home build as referenced. Commission Member Wilson stated this is an Alberti Elevation B model, 3 bedrooms, 2 baths.

Planning and Zoning Commission gave a favorable recommendation to the Mayor and Commissioners to accept the approval of-Chris Brown/Ryan Homes-New Home Build-Heron Ponds Subdivision-Lot 291, 9532 Song Sparrow Circle, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commissions favorable recommendation to accept the approval of-Chris Brown/Ryan Homes-New Home Build-Heron Ponds Subdivision-Lot 291, 9532 Song Sparrow Circle, Delmar, MD, per the attached drawings. A motion was made/seconded (Unsell/Tucker) and carried by roll call vote with 4 Ayes 1 Absent.

3. **Alan Perry-Mail Kiosk Center-Ponds Edge II-Route 13 and Winner Blvd., Delmar, MD**-Mr. Perry presented a kiosk center for Ponds Edge II to the Planning and Zoning Commission as referenced. Mr. Perry said there was a meeting with the postmaster and he requested they centralize a mail kiosk location for all the tenants residing in Phase II. After much thought it made sense to centralize the mail kiosks for the community as a whole for Phase I and II. He added they went to their engineer to determine if there was any way to create an area near the entrance to Phase I where cars can pull off of Winner Blvd, park and attend to all mail needs without creating traffic issues on Winner Blvd. The engineers came up with a sketch that was submitted to the Planning and Zoning Commission for conceptual consideration. There was questioning about adequacy of parking. He asked his engineers to go back and provide an enhanced sketch of the number of detailed spaces. Mr. Perry said his approach to Planning and Zoning was primarily conceptual to ensure they were okay with the idea. Commission Member Wilson added the Planning and Zoning Commission thought this concept was a great idea. She also added the Commission requested a one-way entrance, one exit and directional signage. Mr. Perry replied that is correct and they plan to be more specific about signage. Deputy Mayor Unsell said he thought it would be a great time saver for the mail carrier. Mr. Perry said that making it easier for the postal service was one of the objectives.

Regarding Ponds Edge II Mail Kiosk Center-No motion for recommendation was made by the P&Z Commission, the proposal was treated as a concept plan. The Planning and Zoning Commission requested additional detail before a formal recommendation could be made.

The consensus of the Maryland Commissioners was agreeable to the Kiosk Center concept.

4. **Alan Perry-Architectural Elevations-Ponds Edge Apartments Phase II-Route 13 and Winner Blvd., Delmar, MD**-Mr. Perry presented architectural elevations as referenced. Commission Member Wilson asked Mr. Perry to summarize the differences of the two Phases. Mr. Perry said the exterior elevations and appearance of these two buildings are going to be substantially similar to Phase I. Included aluminum railings instead of plastic railings on the balconies, different doors going out to the balconies, the siding will be different because of fading in Phase I and the same color is not available from 10 years ago, the casual observer would not know the difference. Commission Member Wilson said she does not believe the Planning and Zoning Commission had any other questions. She asked Clerk of Council Spencer does she recall any other questions from the minutes. Clerk of Council Spencer replied no. Deputy Mayor Unsell asked have they started renting out the units before construction yet. Mr. Perry replied we have not. We have been very conservative on our construction schedule because of COVID. We started construction February and then shut it down. We started again in August doing site work which will continue until January. Because of weather and resurge of COVID we will decide at that time when we will start vertical construction. We believe it will be sometime in March but we are aware of supply chain issues such as availability and prices to get lumber due to COVID. The construction process will be slower than we like. We will start construction in March and about three months into this process we will start premarketing.

The Planning Commission gave a favorable recommendation to the Mayor and Commissioners to accept the approval of- Mr. Alan Perry-Architectural Elevations-Ponds Edge Apartments Phase II-Route 13 and Winner Blvd, Delmar, MD, per the attached drawings.

Commissioner Scholl asked for a motion to accept the Planning Commissioners favorable recommendation to accept the approval of-Alan Perry-Architectural Elevations-Ponds Edge Apartments Phase II-Rt. 13 and Winner Blvd., Delmar, MD, per the drawings. A motion was made/seconded (Unsell/Tucker) and carried by roll call vote with 4 Ayes 1 Absent.

Town Manager's Report

Town Manager Bynum King reported as follows: 1.) Next month at the December 14th meeting our auditor, Mr. Mark Welsh, will be presenting our annual audit report. 2.) We have significant leaks

in the Municipal building roof on the west side of the building where we have two levels of roofing. The leaking roof was found in storage areas. A roofing company did a soft assessment and we are definitely going to need the roof replaced. 3.) Our office will be closed on November 11th in recognition of Veteran's Day and we will also be closed on Thursday and Friday November 26th and November 27th in recognition of Thanksgiving. 4.) Our soft openings of the Municipal Building lobby on Tuesdays and Fridays are going very well without an abundance of people coming in the office most people still prefer using the drive-thru and it is working very well.

Mayor Wells said with the audit usually the Council would get the booklet. Will Clerk of Council Spencer send that or will it come from Mr. Welsh? Town Mgr. Bynum-King replied the booklets will arrive in a separate mailing before the meeting. Supervisor of Finance Heather Chandler will mail them.

Mayor Wells inquired about when trash collection for the Thanksgiving holiday will be. Town Mgr. Bynum-King replied usually trash is collected that Friday or on the actual holiday but she needed to confirm. Office Supervisor Kim Layton will inform us when the service provider will collect trash. She further replied we will post the collection day on the Town's Webpage and Facebook so the residents have clarity.

Mayor Wells asked Town Mgr. Bynum-King if there was any other damage noticed upstairs or any other structural damage because we don't know how long it's been leaking. Town Manager Bynum-King replied yes in the large conference room upstairs there is a rather large brown water spot near the rear exit door that looks like it has been there for a while. I did have one contractor to take a look and he said with the condition of the shingles alone is going to be reason to replace that roof all the way over to the drive-thru. Mayor Wells said she just didn't know if there was any wood damage underneath. Town Mgr. Bynum-King responded in the one area used for storage when we look up there are some areas that look like they could be soft. Those areas may have to be replaced. You could see the water rings in the plywood which indicates it has been leaking for some time.

Council Comments

Deputy Mayor Unsell said that Ryan Homes opened their model home in Woodcreek two weekends ago. The first weekend they sold five homes and last weekend they sold two. They will be coming to Planning and Zoning with at least seven homes for Woodcreek. He also mentioned that Halloween was successful at Executive Club Drive.

Commissioner Scholl and Tucker had no comments.

Public Comments: -

Commission Member Wilson mentioned Halloween went fairly well. We had about 375 trick-or-treaters. Most of the kids were wearing masks and practiced social distancing. The police showed their presence. She inquired about the crossing guard position to Chief Barkley. He responded the position pays \$250.00 monthly, two hours a day which is morning and afternoon. She further mentioned if he would like to get the word out in social media context Susan Uphold at the library

would be happy to do that. She suggested Chief Barkley stop by the library and give the information about the crossing guard position. Chief Barkley agreed to do so.

Adjournment

Mayor Wells called for a motion moved and seconded (Scholl/Unsell) and carried to adjourn with a roll call vote of 4 Ayes 1 Absent.

Submitted by:

Clerk of Council