

TOWN OF BETTERTON
Mayor & Council Meeting
July 14, 2020 @ 7:00 P.M.
Berterton, MD 21610

Meeting was held through an online GotoMeeting link.

IN ATTENDANCE: Mayor Sutton, Councilman Fracassi, Councilman Gilchrest, Councilman Marcy, Councilman Pyfer, Town Attorney Yeager, Town Manager Greenwell, and Town Clerk Dlugoborski

RESIDENTS: joining the GotoMeeting online meeting: Dick Story, Candi Sorge, Cheryl Fracassi, Russ Bell, Donald Heyer, and Brian DiStefano.

Mayor Sutton called the council meeting to order at 7:04 p.m.

MINUTES: *Councilman Marcy motioned to approve the Mayor and Council Meeting minutes of the June 9, 2020 meeting and Mayor and Council Workshop June 23, 2020 meeting; Seconded by Councilman Fracassi; all in favor, motioned carried.*

FINANCIAL REPORT: *Councilman Pyfer motioned to approve the June 2020 financial report; seconded by Councilman Fracassi; all in favor, motioned carried.*

SHERIFF'S REPORT: Mayor Sutton read the Sheriff's report for the month of June 2020.

GUEST SPEAKERS: None

SWEARING IN: Mayor Sutton swore in Dr. Mel Rapelya as the Planning/Zoning Commission Chairman.

COMMITTEE REPORTS:

BCC: Town Hall is still staff only at this time due to the COVID-19. There will be a new window installed at the Clerk's office with a pass through area at the bottom.

BCDC: Candi Sorge reported that the museum is closed for now due to the COVID-19. There will be a press release about the virtual tour for the Berterton Heritage Museum.

PLANNING: Met on July 13, 2020. Worked on Comprehensive Plan and Maps. Next meeting is scheduled for September 14, 2020.

APPEALS BOARD: No Report.

ROADS: Wheeler Avenue is almost complete. Landscaping will be planted in the fall. One-way from Main Street to Ericsson Avenue. Cheryl Fracassi asked how the town is handling the safety of one-way on Wheeler?? Lots of people are going the wrong way. Mayor Sutton stated that there are 3 Do Not Enter signs in place and a One Way sign. Bicycles are to abide by the one-way as well. Dick Story also commented that many people are going the wrong way on Bayside Alley. Mark Zwanger asked if a sign can be installed on First Avenue/Glen St. stating No Outlet. Many large trucks start down the road and have to turn around into a private drive or go in reverse up the street. People are not obeying the signs. Mayor Sutton stated the town will do more signage for Bayside Alley and Glen St.

PARK: No Report

SAFETY: No Report

Page 2 07/14/2020 Mayor and Council Meeting

FIRE CO.: No Report

WATER/SEWER: Mayor Sutton, Jeff Miller-Plant Operator, Town Manager Greenwell, and Jason Lohr-Engineer for WWTP met July 13, 2020 and went over punch list. Getting closer to project being closed out. Mayor Sutton read monthly report from Jeff Miller, Plant Operator.

SUSTAINABLE COMMUNITIES: Dick Story reported that he did the voice over recording for the Sustainable Communities video of the Town of Betterton projects.

Trash:	June 2020 – 16.42 Tons
Recycling:	May 2020 – 225 households/1.21 Tons
	June 2020 – 226 households/2.13 Tons

TOWN MANAGER REPORT: June 1 – July 14 2020

Current Grants

Wheeler Avenue – Progress meetings held on 6/9 and 7/7. Construction is complete except for landscaping. Change orders submitted and approved. Pay applications were submitted and approved. Semi-annual report submitted. Wage rate interviews completed. Walkthrough was completed with punch list. Project extension request submitted and approved. Project closeout will be in fall after the plantings and final walkthrough. Beth Hussein has been on maternity leave so I have been covering all of the reports.

Bayside FEMA grant - Progress meetings held 6/5 and 6/23. Worked with GMB to re-do scope of work and budget. Request was approved. Environmental and Historical review can continue. MHT approved the project as no impact. Quarterly report completed and approved.

Bayside/Wheeler DNR grant – Still have not heard back. Funding is very limited due to COVID.

Watershed Assistance Grant Program – Initial design for Bayside Stormwater is complete. Plan to meet with John Gonzalez from Landmark on 7/16 to go over plans and further discuss the gully behind the parking lot. Plans should be complete by Fall.

CBT Outreach and Restoration Grant – Working with Dr. Joe Stock on an Outreach and Restoration grant to complete one of the stormwater BMPs on Bayside. Grant would be for \$75,000 and is due August 4th.

Arbor Play Area- Playground equipment is installed. Trees were trimmed. Poured-in-place safety surface was installed. Misters and water hydrant including a drainage system were installed including concrete splash pad. Sign was installed. Grading to be completed. Need to schedule a ribbon-cutting.

Beach Trash Can Art– On hold until the Fall.

Electric Charging Stations – Design was approved by MHT. The town signed the easement with Delmarva Power. Charging stations should be going in soon.

SEARCH grant – Waiting for USDA to update criteria so that we qualify. I spoke with Terry Fearins, funding still has not come through.

Rigbie Walkway – Worked with Joe Stock to submit an engineering grant from MDOT for the redesign of the Rigbie Walkway. We made it through the first round. Additional information was supplied.

Critical Area – Final report and invoice submitted for FY2020. Funding received. Coordinated with Annie Sekarek on several projects in the critical area.

CDBG/Community Legacy – CDBG annual training is August 14th. Want to apply for engineering funding for Ericsson and façade improvement monies.

Wastewater Treatment Plant - Donny, Jeff, and I met with Jason Loar on 7/13 to discuss punch list items and needs. There is potentially extra grant funding. Jeff would like to see it used for a 2nd drying bed and a sludge storage area. Spoke with Annie at Critical Area. Will follow-up once we have final numbers and design if funding is available.

Page 3 07/14/2020 Mayor and Council Meeting

Town Manager Report cont'd.

Other happenings

Budget – Budget prepared and approved.

Sustainable Communities Award – Additional photos were sent. Dick Story recorded the narrative.

Water Tower - Letter sent to Southern Corrosion as a request for reimbursement for expenses incurred during Water Tower issues. Southern Corrosion agreed to pay them and sent a check. One additional bill was received. A second letter was sent requesting reimbursement for that as well.

Census data – Completed for May and June.

Bath house - Construction continues. Bath house should be complete mid-August. Worked with county and critical area on mitigation plan. Worked with FEMA on floodplain concern.

Beach – Coordinated with Myra Butler and Jim Wright on the beach. Beach is now open to the public. Tents and grills are still not allowed. Monitoring continues by county staff. Additional trash cans were added due to complaints of trash in the parking lot.

Website - Updates complete on 7/14. Meeting links are being posted on both the website as well as updates and meeting reminders on Facebook. Could use a volunteer to help with scanning documents and loading meeting minutes to website.

Daily Sit Reps – Attend daily COVID-19 meetings with the county to discuss ongoing issues. Formal proposal for grant funding received for expenditures related to COVID was approved by the county commissioners. It includes \$11,500 toward a new front window/sneeze guard, technology to work from home, technology to run virtual meetings, PPE for staff, and hand sanitizer stations for the parks.

FIRM maps – Met with MDE and MES on 5/22 to review flood policy and the need to update flood maps and the flood ordinance. Continued work in June to move forward with FIRM update.

Permits – Processed several tree permits as well as building permits for a deck, and demo and rebuild of a porch, and a new driveway. Permit applications are being submitted via email and then I meet with MDIA or the homeowner in person as needed.

Hazard Mitigation Plan – County is having monthly meetings with the municipalities and other key stakeholders to update the Hazard Mitigation Plan. I attended the meetings on 6/9 and 7/13 and filled out the stakeholders survey. I will continue to be a part of this group and send them information as needed.

MML – Attended MML virtual conference on June 29th and 30th. Session I attended were the Opening Session, Key Note Speaker, the Tiny Towns Forum, Strategies for reopening businesses and downtowns post-COVID, and strategies for effective citizen engagement. We were able to earn the Banner City award again this year.

Planning and Zoning – Met 7/13. Will coordinate with Dr. Mel Rapelyea on several projects as he transitions into role of Chair. Next meeting is 9/14.

NOTE: I am working a hybrid schedule. I am mostly at home, but am coming in to the office approximately 2 afternoons per week for permitting and other in-person needs. I am available by email or phone during the same office hours 8am – 3 pm M, T, Th, F. This schedule will continue into Fall.

UNFINISHED BUSINESS:

Playground – Update given during town manager report – Arbor Play Area. Town Manager has talked with Myra Butler, Kent County Parks and Recreation Director and the county parks have been open for a few weeks now. Will need to purchase hand sanitizer stations and sign stating “Play at own Risk”. Ribbon cutting ceremony scheduled for August 1, 2020, 10:00 a.m., Arbor Play Area at Sixth Avenue Park. Everyone should wear a mask for ribbon cutting and social distance.

NEW BUSINESS:

Town Facebook Page – Town Manager requested for the town to have their own government Facebook page instead of using the Betterton Community Facebook page that is administered by a citizen and it was set up for

memories, etc. for Betterton. We have been posting town notices, etc. on this page but a designated town page would be more beneficial. This page would have strict monitoring. Would like to get some volunteers to help monitor the page. After brief discussion, council agreed to proceed with an official government Facebook page.

Electrical Connect request at sign at Sixth Avenue Park – A request from an individual asked if an electrical outlet could be installed by the Welcome to Betterton sign to plug in lights for a wreath or other lighting when necessary. Resident would be willing to donate money towards said connection. After discussion, council agreed to purchase a solar wreath for that location. Candi Sorge commented that BCDC may be able to help with purchase of wreath.

Charging Companies for water from town for pool fills. It was stated that the fire company has a metered hydrant that is to be used for this purpose. Mayor Sutton will reach out to the fire company to discuss. There have been complaints about low water pressure and cloudy water. This could be a result of pulling water from a hydrant.

OPEN FORUM:

Candi Sorge stated that the pool filling has been an ongoing problem with the fire company. This should be clarified as to payment for the water.

Cheryl Fracassi commented on the mailboxes on Wheeler Avenue. Stated that all mailboxes have been moved and are on one post. Mrs. Fracassi asked if someone was to knock over post or damage post, who would be responsible?? Mayor Sutton stated that the post office required the mailboxes to be moved and lumped together. If the post is damaged, either the post office or town should fix it. If it's an individual mailbox, it's up to the owner of said mailbox.

ANNOUNCEMENTS:

Mayor Sutton announced that there is an upcoming town election to fill two council seats. Anyone wishing to be a candidate can pick up a candidate petition at town hall starting on August 3, 2020. Candidate petitions as well as the financial statement and payment are due back into town hall by August 26, 2020 at 4: 00 p.m.

Election is October 3, 2020. There will be in person voting or you can vote by absentee ballot. There is enough room to do social distancing for voting.

Dick Story commented that it was difficult to follow the meeting tonight through the GoToMeeting live stream. Asked if we can get another venue that we can social distance such as the fire hall, legion or beach. Mayor Sutton is concerned about advertising in time to change venue and if at beach the weather may not be favorable. Town Attorney Yeager stated wherever the meeting is held, it should also be live streamed.

Town Manager Greenwell commented that we have money available through the county for COVID-19 funding for any changes, etc. that effect the town due to the virus. We have funding to purchase laptops, microphones, etc. for the purpose of live streaming meetings, etc.

Motion was made by Councilman Marcy to close the July 14, 2020 meeting; seconded by Councilman Fracassi; all in favor.

Meeting adjourned at 8:07 p.m.

Respectfully submitted,

Sheila Dlugoborski, Town Clerk/Treasurer

Approved:

August 11, 2020