

Town Council of Centreville
May 16, 2024
7:00 p.m.
MINUTES

The May 16, 2024, Town Council meeting was called to order at 7:00 p.m. by Vice President Eric B. Johnson Jr. at the Liberty Building located at 107 North Liberty Street, 2nd floor meeting room. The following members and staff were present: Eric B. Johnson, Jr., Vice President, Daniel B. Worth, and Jeffrey D. Kiel, Members; Carolyn M. Brinkley, Town Manager; Chief Robert Hobbs, Centreville Police Department; and Gaye Adams, Town Clerk.

- Following the Pledge of Allegiance, Mr. Worth made a motion to approve the May 2, 2024, Town Council meeting minutes. Mr. Kiel seconded the motion, which passed unanimously.

Citizens Comments

No citizens offered comments.

With time still available before the public hearing, Mr. Johnson suggested discussing items in old business and the one item in new business.

Old Business

b. Resolution 10-2024 – No Parking Area – Sponsored by Council President Kaiser

- Ms. Brinkley clarified Resolution 10-2024 is still on the agenda during the trial closure of one space closest to Lawyers Row and continued police enforcement of cars only parking in the other 3 spots.

New Business

a. Approval of Rt. 213 Roadwork – Council President

- Ms. Brinkley presented the following memo from Gary Phillips, Acting Director of Public Works:

The Public Works Department has been in contact with the State Highway Administration about the “dip” in the road at the corner/intersection of N. Liberty Street and N. Commerce Street. Some previous infrastructure fixes caused a sink in the road that now is required to be repaired. Three companies were contacted about completing the repair. One company would not be able to get this on their schedule until late fall; one company chose not to provide a quote; David A. Bramble, Inc. was the only contractor to provide a quote for the repair. Additional costs for permits from SHA are still pending but could require additional funds for this project.

Below is the quote that was received for this request.

Company	Description	Total
David A. Bramble, Inc.	Road Repair/Patch Work	\$25,151.00

Staff recommends the approval for repairs from David A. Bramble, Inc. in the amount of \$25,151.00. This cost can be covered under Highway User Revenue.

- Mr. Kiel motioned to approve the patchwork for Rt. 213 with David A. Bramble, Inc. for \$25,151. Mr. Worth seconded the motion, which passed unanimously. Mr. Kiel remarked he has faith in this contractor to do the work right.

7:05 pm Public Hearing- Ordinance 03-2024- IBC Code – Council President
Ordinance 04-2024 – FY25 Budget – Council President

- a. Ordinance 03-2024 – IBC Code- Council President.
 - Mr. Johnson called the public hearing for Ordinance 03-2024 to order at 7:05 p.m. for the purpose of updating the building codes for the Town of Centreville and providing for amendments thereto.
 - Ms. Brinkley provided clarification for the Ordinance and stated we currently use IBC Code 2015 and are required by the State to update the Town code by May 29, 2024, to adopt 2021 version of the IBC Code
 - Ms. Adams read the Certification of Publication for Ordinance 03-2024 published April 26, 2024, in the Bay Times-Record Observer.
 - There being no public comments, Mr. Worth motioned to adjourn the public hearing and Mr. Kiel seconded the motion which passed unanimously. The public hearing adjourned at 7:07 p.m.

- b. Ordinance 04-2024 – FY25 Budget– Council President
 - Mr. Johnson called the public hearing for Ordinance 04-2024 to order at 7:07 p.m. for the purpose of adopting a budget for the Town of Centreville Fiscal Year 2025.
 - Ms. Brinkley clarified that the budget has been completed and the Council will consider at their June 6th meeting when all Council members are present.
 - Under the General Fund the transfer to fund balance is \$105,650
 - The Enterprise Fund transfer to fund balance is \$151,706.
 - Ms. Luffman will attend the June 6, 2024, meeting to discuss the ARPA Fund expenditures as well as fulfilling contracts by December. 31st
 - Mr. Johnson said that the budget process went remarkably well and efficiently.
 - Ms. Adams read the Certification of Publication for Ordinance 04-2024 published April 26, 2024, in the Bay Times-Record Observer.
 - Mr. Kiel motioned to adjourn the Public Hearing; Mr. Worth seconded the motion which passed unanimously. The public hearing adjourned at 7:10 p.m.

Old Business

- a. Ordinance 03-2024 – IBC Code – Consideration – Council President
 - Mr. Worth made a motion to approve Ordinance 03-2024 IBC Code for the purpose of updating the Building Codes of the Town of Centreville and providing for amendments thereto. Mr. Kiel seconded the motion, which passed unanimously.

- b. Resolution 10-2024 – Parking Spaces – Sponsored by Council President Kaiser
 - Resolution 10-2024 was introduced for the purpose of removing four (4) parking spaces from the East side of Liberty Street in front of 100 Courthouse Square.
 - Mr. Johnson clarified that the Council wanted continued targeted enforcement of those spaces.

No further discussion was had.

Reports of Boards and Commissions

- a. Maryland Municipal League
 - Ms. Brinkley informed the Council the summer MML Conference is June 23, 2024

- b. Council of Governments
 - Mr. Kiel discussed that QA County is really pushing for the recreation center. Four areas have been discussed: White Marsh Park, Sudlersville Park, The Kudner property in Grasonville and the Davidson Property on Kent Island. A survey is on the County website to vote on the items residents would like to have in a recreation center.
 - Elected new officers; Jack Wilson is the President, Jeff Kiel is the Vice President, and the Secretary is Shari Hershberger.

- The Town of Barclay has 20 of the 25 houses that must hook up to the sewer. The Town of Barclay residents pay a flat rate of \$103 per month just for sewer.
 - Church Hill- Mr. Jack Griffin has passed away.
 - Queen Anne- Phil Starkey was elected Mayor for the second time.
 - Queen Annes County- the Landfill will remain in Caroline County until 2042. Queen Anne's County is looking for different landfill space.
- c. Economic Development
- Mr. Johnson reports they are working with QA County Economic Development to ensure the County's publications have all the Town's available properties. The County will work with our Main Street Manager, Carol D'Agostino, for data sharing.
- d. Park Advisory Board
- Ms. Brinkley stated the last meeting was cancelled-no update.
- e. Planning Commission
- Election of officers. Kara Voight was re-elected President and Tim Zuella was re-elected Vice President. Nancy Emerick was elected secretary.
 - The builder for the property at 216 N. Liberty Street with a mixed-use building asked the Planning Commission for paint colors recommendations.
 - The Dahlstrom's held a visioning session. Split into two groups for the Providence Farm Annexation to develop some concepts for the area while maintaining the Towns and State requirements.
 - Discussed the Pennsylvania Ave property, mixed-use development ideas.
 - Mr. Johnson asked Mr. Worth if the Planning Commission wanted to put an RFP out to developers for Pennsylvania Ave.
 - Mr. Worth said maybe list the property and inform the County's Economic Development and have them work with the Town to come up with something.
 - David Dahlstrom informed the Planning Commission that the State Highway has an annual tour to speak with the commissioners, but before meeting with the County Commissioners SHA should meet with the Town. For example, Rt. 213 should be widened up to Taylor Mill Road and once the Providence Farm annexation is completed, and Rolling Bridge Road should be re-envisioned.
 - Due to the time it takes to get roadwork done, the Council should meet with SHA to discuss the Town's needs and get those projects on the list with regards to future growth.
 - Mr. Johnson would like to be part of the conversation with the County to discuss Rt. 213 to alleviate congestion.

Reports Department Heads

- a. Town Manager
- Ms. Brinkley reported staff has completed all sessions for open enrollment.
 - Two ribbon cuttings will be held on May 22, 2024. At 4:10 pm for the Liberty Gift Shop and at 4:30 pm for Uno Mas
 - On May 28th State Highway Administration (SHA) will resurface these sections of MD 18 and MD 213: MD 18 from Postal Road to the ramps to/from eastbound US 50 Exit 41. Total 1.6 miles. MD 213 from Gravel Run in Centreville to Purple Martin Road. Total 1.6 miles.
 - Both locations will be night work, 7 p.m. to 5 a.m., Sunday nights through Friday mornings. Work includes milling, patching, paving and striping. Drivers should expect single lane closures and flagging.
 - Crews will start milling MD 18 Tuesday night the 28th, then move the milling operation to MD 213

while MD 18 is being paved. Work hours may be adjusted as needed to accommodate traffic. With good weather, each location should take about two weeks to complete. SHA's contractor for this work is Allan Myers, Inc.

b. Chief of Police

- Chief Hobbs talked about the speed trailers with the extra data points the Council requested.
- Speed trailer locations have been Symphony Village and Green Street and both were posted approximately 3 weeks at each location, but only gathered 15 days' worth of data. There have been issues with the apparatus and staff are unable to correct those problems currently.
- Mr. Johnson pointed out the few to zero juvenile arrests.
- Mr. Kiel asked Chief Hobbs if they should investigate a new speed trailer. Chief Hobbs stated yes, due to the fact the manufacturer will not fix any issues since the warranty is up. They will send parts, but CPD must fix the issues. The Sim card was the last item replaced and that only worked for two weeks.
- Mr. Johnson asked the cost of a new speed trailer-roughly, Chief Hobbs stated it is about \$17,000-\$22,000 per speed trailer.
- Mr. Johnson recommended the Centreville Police get a few quotes.
- Mr. Johnson would like to welcome a new officer, Officer Howard Eveland. Formerly of Chestertown Police Department.
- Chief Hobbs mentioned the police department is back to full staff.
- National Night out is August 6, 2024

- Town Clerk
Ms. Adams had nothing at this time.

Citizen Comments

No citizens offered comments.

Council Roundtable

- Mr. Kiel wanted to thank DPW for quickly responding to all the water leaks.
- GTI's filtration system is operational, and Mr. Kiel does not smell any odor.
- Mr. Johnson will now provide CREDE updates in the roundtable portion.
 - CREDE is looking at the affordable and sustainable housing initiative, specifically tiny homes for veterans and senior citizens with medical resources on site. Secretary Jake Day may be onboard to help with funding.
 - Exploratory phase- indoor farmer's market – looking for feedback. Just discussions on its viability at this point.

Motion to Adjourn

Mr. Worth made a motion to adjourn the May 16, 2024, Town Council meeting. Mr. Kiel seconded the motion. The meeting was adjourned at 7:37 p.m.

Respectfully submitted,

R. Gaye Adams
Town Clerk

Council Action Items:

1. Approved the meeting minutes of May 2, 2024.
2. Approved Ordinance 03-2024- IBC-Code for the purpose of updating the Building Codes of the Town of Centreville and providing for amendments thereto.
3. Approved David A. Bramble, Inc. for the Rt. 213 roadwork.