

Bel Air Board of Town Commissioners
Town Hall Meeting Agenda
September 18, 2023, at 6:00 PM
Bel Air Town Hall
39 N. Hickory Ave., Bel Air, MD 21014

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
5. PRESENTATIONS
 - a. Proclamation September 2023 National Preparedness Month
 - b. Certificate of Appreciation for Harford County Department of Emergency Services
6. PUBLIC COMMENTS ON NEW BUSINESS ITEMS
7. NEW BUSINESS
 - a. [Resolution 1210-23](#) Holiday Parking – Temporarily suspending parking fines and meter rates on all public streets, in the Town of Bel Air, from November 23, 2023, through January 1, 2024
 - b. [Resolution 1211-23](#) Extending the use of Temporary Tent Permits and Temporary Use Permits, Due to COVID-19, in the Town of Bel Air Through March 31, 2024
 - c. Force Main Sewer Line Design Contract
 - d. Reappointment to the Board of Election Judges
 - i. Elaine Millard
 - e. Appointment to the Appearance and Beautification Committee
 - i. Margaret S. Lucas
8. PUBLIC ANNOUNCEMENTS
9. PUBLIC COMMENTS
10. COMMISSIONER’S COMMENTS AND LIAISON REPORTS
11. ADJOURNMENT

Commissioners of Bel Air
Agenda
September 18, 2023

Resolution No. 1210-23

Recommended Motion: "...that Resolution No. 1210-23, temporarily suspending parking fines and meter rates in all metered spaces on public streets in the Town of Bel Air, from November 23, 2023, through January 1, 2024, be approved by the Board of Town Commissioners."

1. Background

- a. Chapter 450 entitled Vehicles and Traffic, Article IV entitled Enforcement, of the Bel Air Town Code, authorizes the Board of Town Commissioners to establish, by Resolution, appropriate fines and penalties based on the regulations set forth in the Bel Air Town Code.
- b. Chapter 450 entitled Vehicles and Traffic, Article V. entitled Meter and Lease Rates, of the Bel Air Town Code authorizes the Bel Air Board of Town Commissioners to establish parking meter rates in the Town of Bel Air.

2. Primary Issues/Discussion

- a. It has been customary to provide free parking in the Town of Bel Air, to facilitate and encourage more citizens to patronize Downtown Bel Air businesses, shops, and restaurants during the busy holiday season. This year, the Town plans to provide free parking in all metered spaces on all public streets in the Town from November 23, 2023, to January 1, 2024.

3. Recommendation

- a. Staff recommends that Resolution No. 1210-23 be approved by the Board of Town Commissioners.

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Resolution No. 1211-23

RECOMMENDED MOTION: "...that Resolution No. 1211-23, extending the use of temporary tents and temporary uses, due to COVID-19, in the Town of Bel Air, through March 31, 2024, be approved by the Board of Town Commissioners."

1. BACKGROUND

- a. The future remains uncertain regarding public health threats resulting from the COVID-19 pandemic.

2. ISSUES

- a. The Bel Air Town Code limits the use of temporary structures (tents) and related temporary uses under ordinary circumstances.
 - i. For example, parking lots are for parking and vehicular traffic. As a result, Temporary Use Permits, are required to have a tent and/or an event in a parking lot. Until the COVID-19 pandemic, temporary uses were infrequent and usually occurred only once a year, such as Saint Patrick's Day and the related tent and entertainment requests.
- b. Because of the COVID-19 pandemic, exceptions and/or suspensions to the Town Code had to be made to promote safety and economic recovery, regarding the limited use of tents for outdoor dining.
- c. Outdoor seating at restaurants, bars, breweries, and nightclubs, is safer and less likely to lead to the spread of COVID-19 than indoor dining.
- d. Some establishments expanded their temporary uses beyond tents and outdoor dining to include events and related entertainment, such as live bands, musicians, or music, amplified or otherwise.
- e. In the past, multiple citizens have complained about outdoor music creating a disturbance and having an adverse impact in their neighborhood.

3. DISCUSSION

- a. Staff recommends that provisions of the code pertaining to temporary structures (tents) to facilitate outdoor seating and promote social distancing be suspended until March 31, 2024, however, provisions of the code that pertain to outdoor events, including entertainment, live bands, musicians, music, amplified or otherwise, shall remain in effect (refer to Resolution 1211-23 for specific information).

4. RECOMMENDATION

- a. The staff recommends approval of Resolution No. 1211-23.

COMMISSIONERS OF BEL AIR
AGENDA
September 18, 2023

AWARD OF CONTRACT FOR DESIGNING REPLACEMENT OF FORCE MAIN FOR GATEWAY DRIVE SANITARY SEWER PUMP STATION

RECOMMENDED MOTION: "...that the unit prices of KCI Technologies, 1352 Marrows Road, Suite 100, Newark, Delaware 19711 as provided to and accepted by Howard County Government under Contract No. 4400004865, be utilized by the Town to enter into a contract to design and provide construction drawings to replace the Force Main for the Gateway Drive Sanitary Sewer Pumping Station in an amount not to exceed \$65,000.00 be accepted by the Bel Air Board of Town Commissioners."

1. BACKGROUND

The Gateway Drive Pump Station along with the Force Main servicing the Station was built in 1982. During the Engineering and Design to make upgrades to the Pump Station, it was determined that now rather than later would be the best time to replace the Force Main because of the age and condition of the existing Main as well as some other logistical changes being made to the Station.

2. PRIMARY ISSUES

The Town is afforded the opportunity to "piggy-back" on the prices obtained by Howard County Government under Contract No. 4400004865. By doing so, the Town can obtain excellent pricing for the work required because of the large contracts and quantities Howard County bid. The Town's procurement regulations allow for competitive bids from other Maryland jurisdictions to be used to purchase goods and services. This Project will be funded through the Sewer Fund.

3. DISCUSSION / EXPLANATION

Under this contract, KCI will survey existing topographic conditions, subsurface utility markings, geotechnical investigations, and all other pertinent information to design the new Main. KCI will then prepare the required plans and specifications through various completion stages and provide cost estimates at each stage for the project. KCI will incorporate all plans and specifications into construction documents for the bidding process.

4. RECOMMENDATION

Staff recommends the proposal of KCI Technologies as provided to and accepted by Howard County Government under Contract No. 4400004865, be utilized by the Town to enter a contract to design and provide construction drawings to replace the Force Main for the Gateway Drive Sanitary Sewer Pumping Station in an amount not to exceed \$65,000.00 be accepted by the Bel Air Board of Town Commissioners.