

MINUTES

BOARD OF TOWN COMMISSIONERS

March 21, 2022

The regular meeting of the Board of Town Commissioners was called to order on Monday, March 21, 2022 at 7:30 p.m. at Town Hall, 39 N. Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT: Kevin M. Bianca, Chair
Mary F. Chance
Paula S. Etting
Erin S. Hughes
Donna L. Kahoe

STAFF 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
Charles Keenan, Town Counsel
Kevin Small, Director of Planning
Joan Suitt, Recording Secretary

ABSENT: Patti Parker, Community & Public Relations Manager

APPROVAL OF AGENDA:

Commissioner Kahoe moved and Commissioner Etting seconded the motion to approve the Agenda as written.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

APPROVAL OF MINUTES:

Commissioner Kahoe moved and Commissioner Etting seconded the motion that the minutes of the Bel Air Board of Town Commissioners' meeting held on March 7, 2022, be approved as submitted.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

PRESENTATIONS:

Promotion of Kevin J. Kadolph to Officer First Class

Officer First Class Kevin Kadolph began his career with the Bel Air Police Department in 2008 as a dispatcher and served in that position until January, 2020. OFC Kadolph also volunteered his time as an officer with the Town's Auxiliary Police. After twelve years as a dispatcher, OFC

Kadolph attended the Baltimore City Police Academy, graduating in September, 2020.

OFC Kadolph has made 36 criminal arrests, 6 DUI arrests, authored three search warrants, and made 774 traffic stops. In addition, OFC Kadolph is involved in the LEAD Program, where he assists low-level offenders and other people in crisis to receive services to help them stay out of the criminal justice system. OFC Kadolph also volunteers his time with the Bel Air Volunteer Fire Company, where he holds the rank of lieutenant. From his youth where he was a Police Explorer in high school, OFC Kadolph's life has been one of service to the people of Bel Air.

Chair Bianca stated the Town is incredibly fortunate to have Officer First Class Kadolph at the Bel Air Police Department, and we are proud to congratulate him on his promotion.

Promotion of Jordan J. Greene to Officer First Class

Officer First Class Jordan Greene started his Law Enforcement career in 1992 with New Mexico's State Police. After serving three years with NMSP, OFC Greene transferred to Federal Law Enforcement and served twenty-five years eventually finishing as a second line Supervisor. Prior to working in Law Enforcement, OFC Greene served as a Firefighter Paramedic with the Manchester, New Hampshire Fire Department. OFC Greene has an associate degree in Emergency Medical Services from the New Hampshire Technical Institute in Concord, New Hampshire and received his bachelor's degree in Community and Human Services/Emergency Management from the State University of New York. OFC Greene has been a resident of Bel Air since 2006.

Chair Bianca advised the Town is grateful that OFC Greene's career brought him to Bel Air and that we are fortunate to have him at the Bel Air Police Department.

On behalf of the Bel Air Board of Town Commissioners and all the citizens of our Town, congratulations were given to OFC Kadolph and OFC Greene.

Chief Moore advised this is an amazing level of services these officers have given to the Town of Bel Air. Their enthusiasm and passion for public service is second to none. Chief Moore stated it has been incredible to witness their performance and congratulated OFC Kadolph and OFC Greene on their promotions.

A reception followed at the Armory.

UNFINISHED BUSINESS:

Resolution No. 1179-22 - Resolution of Approval for the 2022 Town of Bel Air Comprehensive Plan

Commissioner Hughes moved and Commissioner Kahoe seconded the motion that Resolution No. 1179-22, approving the 2022 Comprehensive Plan for the Town of Bel Air, Maryland, be adopted by the Bel Air Board of Town Commissioners.

Commissioner Etting inquired if the language under Homeless Services, V11-7 and V11-8 was changed because it still reads "a more permanent solution is needed for families" plus Commissioner Chance notified of another

transitional support housing unit. The discussion was to leave out the number of facilities.

Mr. Small informed the suggestion to change was not understood. Another motion to amend the previous motion is needed with the changes.

Chair Bianca asked is this a substantial change that will affect the Comprehensive Plan. Commissioner Etting's understanding from Mr. Small was that it would not.

Commissioner Etting notified her intent is to strike any language that indicates that as part of the Comprehensive Plan the Town is going to make a permanent solution, as in a permanent physical homeless shelter.

Commissioner Etting stated the Town will attempt to serve the homeless by making referrals to resources available Countywide.

Commissioner Etting moved, and Commissioner Kahoe seconded the motion that Resolution No. 1179-22, approving the 2022 Comprehensive Plan for the Town of Bel Air, Maryland, be adopted by the Bel Air Board of Town Commissioners with the following changes:

- V11-7 and V11-8 - to strike the last sentence where it indicates that there will be a more permanent solution needed for families.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The amended motion carried.

NEW BUSINESS:

Resolution No. 1181-22 - Budgetary Amendment - Fiscal Year 2022

Commissioner Etting moved, and Commissioner Chance seconded the motion that Resolution No. 1181-22, amending the budget for fiscal year 2022 for additional appropriations, monetary adjustments, and transfers between departments, be received by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

A public hearing is scheduled for April 4, 2022 at 7:30 p.m., Town Hall.

Ordinance No. 808-22 - Chapter 265, Adequate Public Facilities

Commissioner Chance moved and Commissioner Hughes seconded the motion that Ordinance No. 808-22, revisions to Chapter 265, Adequate Public Facilities be received by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

A public hearing is scheduled for April 4, 2022 at 7:30 p.m., Town Hall.

Award of Contract - Office Street Park

Commissioner Kahoe moved and Commissioner Etting seconded the motion that the contracted price from Centennial Contractors Enterprises, Inc. in the amount of \$120,143.11, to improve the grounds of 18 Office Street be approved by the Bel Air Board of Town Commissioners.

Commissioner Etting inquired about an item under Detailed Scope of Work.

- *No deviations shall be allowed unless discussed and approved by the Town of Bel Air Project Manager and or approved staff.*

Commissioner Etting recommends adding approved "in writing" to alleviate problems or misunderstanding.

Mr. Small advised this is the same contract used on the previous project on Office Street and typically will not move forward with anything that would require a change unless it is reflected on the plan.

Commissioner Hughes asked for clarification that Capital Reserve funds will be used to bridge the gap on this project.

Ms. Moody stated that has not been determined. This contract for approval by the Commissioner's includes all electrical work but how it is funded will be within a budget amendment to be discussed during a Work Session.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

Amended Parking Ticket Management System Agreement

Commissioner Hughes moved and Commissioner Kahoe seconded the motion that the Bel Air Board of Town Commissioners approve an amendment to existing January 15, 2019 agreement which will become a three (3) year contract with an automatic one-year renewal with Passport Labs, Inc.

Commissioner Hughes wanted clarification that the \$3.95 convenience fee is only for those who prefer to pay the ticket on-line. Other ways for payment continue in Town Hall, use of the drop box or mailing in the fee. Chief Moore agreed.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

Computer Equipment Purchase: Panasonic Toughbook Computers

Commissioner Etting moved, and Commissioner Chance seconded the motion that the proposal from Global Public Safety, LLC, for the purchase of eight (8) Panasonic Toughbook Computers and accompanying docking stations and related equipment, in the amount of \$28,784.00, be approved by the Bel Air Board of Town Commissioners.

Commissioner Chance fully supports the purchase of the Toughbooks knowing they are not generic computers and important to our Police Department.

Chair Bianca inquired if there will be any delay in receiving the computers. Mr. Krantz advised the Toughbook's are available as soon as the purchase is approved.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

Award of Contract - Homestead Park

Commissioner Hughes moved and Commissioner Kahoe seconded the motion that the contracted price from Frederick Ward Associates, Inc. in the amount of \$45,000.00 to improve Homestead Park be approved by the Bel Air Board of Town Commissioners.

Chair Bianca spoke with several parents on their thoughts about Homestead Park and the response was either they do not use it or there is no parking. Chair Bianca is pleased there will be improvements to the play area and parking.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

Reappointment - Economic & Community Development Commission

Commissioner Chance moved and Commissioner Hughes seconded the motion that the reappointment of Todd Boyle to the Bel Air Economic & Community Development Commission for a term of three (3) years, effective immediately, be approved by the Bel Air Board of Town Commissioners.

Ms. Heidenreich, Director of Economic & Community Development advised Todd Boyle has been a great member of the Economic & Community Development Commission and contributes a great deal.

Commissioner Chance stated Todd Boyle is an active member of the community and has a vested interest in the Town of Bel Air. Commissioner Chance welcomes his reappointment.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe, and Bianca

Nays: None

The motion carried.

PUBLIC ANNOUNCEMENTS:

Chair Bianca informed of the following:

- March 26th (Saturday) - Take a Chance on Art held at the Armory 4:00 p.m.
- April 9th (Saturday) - Bel Air Kite Festival at Rockfield where kites will be given out.

PUBLIC COMMENTS:

Tony Webber, 410 Franklin Street, Bel Air, Md. is concerned with drugs and recommended extra patrols especially around playgrounds, schools, the

library, and parks. Mr. Webber stated it is important children tell their parents if they see any unstable activity.

Diann Stumpf, 7 Ashley Way, Bel Air, Md. distributed a packet of information concerning the Bradford Village Homeowners Association. Ms. Stumpf advised over the past several years the community members have voiced their objections regarding the use of money by the Board of Directors and the Community members came before the Commissioners in September, 2021 with concerns. The Board of Directors have failed to communicate with the residents in Bradford Village and are unwilling to abide by guidelines/procedures of the By-Laws. As a result of this issue, more than half of the residents signed a petition indicating it was a desire to hold a special election.

Ms. Stumpf informed homeowners met on October 21, 2021 with a quorum present and voted to remove the current Board of Directors. On December 28, 2021, an open meeting was held, and a motion offered to remove the current Board members and replace them with members of the Association. The minutes of the meeting were documented and notarized.

Ms. Stumpf further referenced guidelines on voting and a letter dated March 10, 2022 from the Homeowners' Association Board informing there has not been any amendments to the Bradford Village By-Laws regarding the election cycle. Bradford Village residents feel they have followed the guidelines of the HOA by trying to have a special meeting. The current Board of Directors have refused to step down for the new Board to take office. Ms. Stumpf stated attorney fees are above the residents' financial means.

Ms. Stumpf requested the Commissioners appoint a representative to engage with the current Board of Directors to ensure and oversee a face-to-face open meeting resulting in a fair election of the Board of Directors for Bradford Village. Ms. Stumpf stated the residents need guidance and help.

Chair Bianca offered to speak with Ms. Stumpf after the meeting and advised the letter of March 10, 2022 was not included in the packet.

Catherine Matthews, 102 Nichols Street, Bel Air, Md. is concerned that Independent Brewing Company has placed a second tent on the property where a rock band played this past weekend. Ms. Matthews was surprised this happened because she thought the issue was resolved. Ms. Matthews informed the tent is huge and this type of entertainment should not be allowed to destroy the peace of our residential neighborhood of elderly or sick people. Ms. Matthews understood Independent Brewing was planning to build an extra building to make the ratios of patrons right and help with the noise.

Ms. Matthews is hoping this does not become another problem for summer and stated Independent Brewing Company has not put in a good faith effort to be a good neighbor.

Chair Bianca thanked Ms. Matthews for her comments.

COMMISSIONER COMMENTS:

None.

ADJOURNMENT:

The meeting was adjourned at 8:39 p.m.

ADJOURNMENT:

The meeting was adjourned at 7:58 p.m.

APPROVED: April 4, 2022

Signature on file
Kevin M. Bianca, Chair
Board of Town Commissioners

Signature on file
Michael L. Krantz, Town Clerk