

**BOARD OF TOWN COMMISSIONERS**

**WORK SESSION**

**October 31, 2017 - 4:00 P.M.**

**PRESENT:** Commissioner Susan U. Burdette, Chair  
Commissioner Philip L. Einhorn  
Commissioner Brendan P. Hopkins - via telephone  
Commissioner Robert M. Preston  
Commissioner Patrick T. Richards  
Steve Kline, Director of Public Works  
Michael L. Krantz, Director of Administration  
Lisa M. Moody, Director of Finance  
Charles Moore, Chief of Police  
Kevin L. Small, Director of Planning

**OTHERS:** Joan Suitt, Recording Secretary  
Christopher Jordan, Candidate for Town Commissioner

**ABSENT:** L. Jesse Bane, Town Administration  
Trish Heidenreich, Director of Economic Development  
Aegis Representative

**APPROVAL OF AGENDA**

The Director of Administration reviewed the agenda for the meeting. Commissioner Richards moved and Commissioner Einhorn seconded the motion to approve the agenda. The motion carried.

**TOWN ADMINISTRATOR:**

The Director of Administration introduced and welcomed Mr. Christopher Jordan, Candidate for Town Commissioner to the meeting.

Chair Burdette reminded the Pre-Session Legislative meeting will be held November 1<sup>st</sup>, 1:30 p.m. at the Abingdon Library. Chair Burdette advised all Harford County Delegates and Senators will be in attendance to discuss what needs to be taken to the next Session in Annapolis. Chair Burdette reviewed items the Town of Bel Air will discuss with the legislators.

Christine McPherson, Executive Director of the Bel Air Downtown Alliance sent information to Chair Burdette regarding the Supplemental Budget Funding Increase for Main Street Maryland that seeks more funding for the business community. Chair Burdette will speak with legislators.

## **AGENDA FOR TOWN MEETING (Monday, November 6, 2017)**

### **Presentations:**

#### Certificate of Recognition - Explorer Captain Jake Stewart - Bel Air Police Explorer's Post 9010

The Chief of Police advised Jake Stewart has been with the Explorer Post for five years reaching the highest rank of Captain. Jake Stewart has been accepted by the United States Army and will be recognized for his outstanding work with the Explorers.

#### Student Achievement Award - Joshua Rozmiarek, Bel Air Middle School

The Director of Administration informed a Student Achievement Award will be presented to Joshua Rozmiarek.

#### Proclamation for Municipal Government Works Month

The Director of Administration advised Municipal Government Work Month will be proclaimed during the meeting. Each department was encouraged to take pictures of employees "in action" to post on social media.

#### Appearance and Beautification Committee Awards Presentation

The Director of Public Works advised the Appearance and Beautification Committee will present awards to the best kept business and residence in the Town.

#### Sustainable Maryland Certified Award Presentation

Chair Burdette will present the Sustainable Maryland Certified Award the Town of Bel Air received.

### **New Business:**

#### Award of Bank Financing for Fiscal Year 2018 Vehicles

The Director of Finance informed the bids for financing the FY 2018 vehicles have come in and PNC Bank was the lowest bid. The Director of Finance is pleased with the interest rate and terms of agreement.

#### Sanitary Sewer Root Control Contract

The Director of Public Works reviewed the contract for the rotating root control in Town. This year Bradford Village and the Shamrock neighborhood will be treated. The Director of Public Works advised the contract will piggyback on Baltimore County and Jeff LaPorta, Procurement Officer has reviewed the agreement.

Award of Contract Police Department Body Armor Products

The Chief of Police advised the contract is for 12 vests (carriers and trauma plates). The Chief of Police acknowledged Mr. LaPorta for his efforts in obtaining the piggyback contract and to Patti Sterling for acquiring grant money for the purchase.

Ammunition Purchase for Police Department

The Chief of Police reviewed the ammunition purchase that will piggyback on several manufactures' public procurement contracts.

Commissioner Richards feels it is important for the Town to track the value of savings being generated by Mr. LaPorta's efforts.

**STAFFING UPDATE:**

The Director of Administration informed another Laborer position will be posted and interviews for the Dispatcher position will begin in the next few weeks.

**CALENDAR:**

The Director of Administration distributed the calendar for November and December and asked for corrections/additions.

Chair Burdette is unable to attend the ribbon cutting for Jen-Nic Pet Food on November 4<sup>th</sup>, 10:00 a.m. at the Bel Air Plaza. Commissioner Einhorn will attend.

The Director of Administration reminded Election Day is November 7<sup>th</sup>.

Lunch and Learn - November 2<sup>nd</sup>

The Director of Finance advised the Lunch and Learn is 11:30 a.m. to 1:00 p.m. and encouraged all to attend. Rob Reier will be the presenter.

**MISCELLANEOUS:**

Commissioner Report

The Director of Finance reviewed expenditures on the Commissioner Report.

Ma & Pa Trail Main Street Crossing

The Director of Planning distributed an image of the location where the County prefers a mid-block crossing on Main Street for the Ma & Pa Trail. The Town has requested a pedestrian triggered flashing light and lowering the miles per hour south bound to 25. The Director of Planning feels the

crossing may be dangerous and wants to make sure it is completed correctly.

The Director of Planning further advised there are easements that need to be obtained from a property owner.

#### Brochure

The Director of Planning distributed a sample brochure for the Historic Walking Tour that will be available at various locations within the Town and at the Kiosk.

#### Transportation Plan Tour

The Director of Planning attended the meeting for the Pre-Consolidated Transportation Plan and a tour is scheduled November 13<sup>th</sup> 10:00 a.m. to look at what improvements State Highway is considering. The Commissioners are invited to participate.

#### MML Conference Update

Commissioner Hopkins advised the following issues were raised during the MML Conference:

- Lost funding of Highway User Revenue - to send messages from individuals/municipalities through social media saying how these funds would be beneficial to the Towns.
- Allowing the municipalities to charge for cell phone amplifiers.
- MML wants to restrict the request of corporations to provide addresses and telephone numbers for certain things.

#### Conducting the Swearing-In Ceremony

The Director of Administration advised that the Maryland State Constitution appears to mandate that the Clerk of the Circuit Court officiate at swearing-in ceremonies of elected public officials.

#### Police Vehicles

Commissioner Einhorn informed that the City of Philadelphia authorized special equipment be placed in police vehicles to turn traffic lights green or red whenever necessary. Commissioner Einhorn feels the Town should look into this. The Chief of Police will investigate.

**LIAISON REPORTS:**

Commissioner Einhorn informed of a re-appointment to the Cultural Arts Commission and will contact the individual to see if there is interest to continue.

Commissioner Einhorn reported the Cultural Arts Commission agrees with moving the sculpture "Queen Anne's Lace" to the corner of Pennsylvania Avenue.

The Cultural Arts Commission requested the following:

- the sign be relocated closer to the garage
- the grass be cut around the sculpture
- support from the Town in placing a plaque
- to be involved in the exact location for the sculpture
- to consider a bench

The Director of Public Works stated the sculpture could be moved within 2 - 3 weeks.

Commissioner Hopkins advised the MML Conference was very informative and attended a forum on Large Cities. During that forum, Commissioner Hopkins discovered how far ahead the Town of Bel Air has progressed.

Commissioner Hopkins notified suggestions were made to develop a plan in case of an active shooter during a Town Hall meeting and would like the Town to work on this.

Commissioner Hopkins reported the upcoming President of MML, Bridgette Newton of Rockville and the Mayor from Denton have heard so much about Bel Air's Main Street and Armory that they would like to visit. Commissioner Hopkins commented it was a proud moment for the Town.

Chair Burdette attended the local Health Improvement Coalition where the Town and staff received praises for promoting Healthy Eating Active Living (HEAL) Town initiatives.

Commissioner Einhorn attended the Fall Fling Big Band Dance and advised it was well attended and the band was outstanding.

Chair Burdette acknowledged Cheryl Coulter for her excellent job in marketing the Armory.

**ADJOURNMENT :**

With no further comments, the meeting was adjourned at 5:00 p.m.

Approved: November 6, 2017

Signature on File

Susan U. Burdette, Chair  
Board of Town Commissioners

Signature on File

Michael J. Krantz, Town Clerk