

**September 28, 2016**

**Present**

Commissioners Jaime Windon, Roy Myers, Joyce Harrod, and William Boos, Town Manager Jean Weisman, Secretary Dorothy Olley, and five members of the public. Commissioner Michael Bibb was absent.

**Call To Order**

President Myers convened the regular legislative session of the Commissioners of St. Michaels at 6:00 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland, and the Pledge of Allegiance was recited.

**Public Announcements from COSM, Staff and Public**

Mrs. Weisman said that the Glory Avenue well should be back up and running by next week. Mrs. Weisman also said that Commissioners Myers and Harrod would be participating in a prayer breakfast at the Yacht Club tomorrow morning at 7:30 a.m. Mrs. Weisman noted that the presentation from the Maritime Museum scheduled for this meeting was postponed to the next meeting on October 5<sup>th</sup>.

**Consent Agenda**

President Myers said that approval of the consent agenda would include approval of minutes and reports for the month of August 2016, and noted that aggregate disbursements for August 2016 totaled \$269,039.97. President Myers said that consent agenda approvals would also include the following permit applications for public events:

- Permit application from St. Michaels High School Alumni Association for Fun Run Fundraiser for scholarships
- Permit Application from St. Luke's UMC for spaghetti dinner to raise funds for preschool programs
- Permit Application from Fresh Farm Markets for a dinner to benefit the local Boy Scout Troop
- Permit Application for the Jack Russell Dog Races to benefit St. Michaels Community Food Pantry

President Myers asked if the Commissioners want to remove any item from the consent agenda for discussion on the regular agenda. Commissioner Myers said he had questions regarding the Farm Market's pot luck dinner and Commissioner Boos had questions about the financial and departmental reports. These items were removed for discussion on the regular agenda. President Myers then called for a motion to approve the remaining items on the consent agenda. Commissioner Harrod made the motion, which was seconded by Commissioner Boos, and which passed on a roll call vote of 4-0 in favor.

The Commissioners posed questions to Carol Bean, who explained the pot luck dinner as a thank you to the Boy Scouts for their help with market projects, and the Commissioners and Mrs. Weisman discussed the financial and departmental reports. After a discussion of some length, Commissioner Bose said he was comfortable with the reports. President Myers called for a motion to approve the Fresh Farm Market dinner as discussed. Commissioner Windon made the motion, which was seconded by Commissioner Harrod, and which passed on a roll call vote of 4-0 in favor. President Myers then called for a motion to approve the financial and departmental reports as presented. Commissioner Boos made the motion, which was seconded by Commissioner Harrod, and which passed on a roll call vote of 4-0 in favor.

**Bids and Contracts**

- Capital Plan Reserve Study

Mrs. Weisman provided background on the contract bids as follows:

<b>Association Reserves</b> <b>704-960-1711</b>	1310 S Tryon Street, #102 Charlotte, NC 28203	\$25,400	8-10 Weeks- from inspection to final report – 30 year capital repair or replacement expenses
<b>Reserve Advisors</b> <b>844-701-9884</b>	4600 N Fairfax Drive, Suite 304 Arlington, VA 22203	\$15,950	6 Weeks - after inspection to report – 2 30 year funding plans (general and water)

Mrs. Weisman said that she and Commissioner Boos had had lengthy conversations with both bidders by telephone. Mrs. Weisman said she and Commissioner Boos felt there was nothing in the conversations that could justify the almost \$10,000.00 difference between the two bids, and concluded that Reserve Advisors had responded to all questions and issues more than competently, and was the clear choice for the contract award. Commissioner Boos went on to explain some of the benefits for the Town’s long-term planning for capital expenditures and maintaining financial health. He noted that Reserve Advisors offered everything the Town might need, including meetings, up-front help, after-the-fact help, analysis and software support. Commissioner Harrod asked about funding for the project. Mrs. Weisman said the funding was currently not in the budget and would require a supermajority vote to change the budget, and would likely come out of prior year reserves. The Commissioners agreed to go forward with the award, and called for public opinion. Mr. Estrella of E. Chew Avenue said he thought the expenditure was a good idea. President Myers had some qualifications to add to the contract, and the other Commissioners agreed. Mrs. Weisman added that Reserve Advisors and their engineers would be meeting with staff initially and do a walk-through of the Town, followed by a public meeting. As there were no additional comments, President Myers then called for a motion. Commissioner Boos made the motion to award the contract to Reserve Advisors with the changes as discussed, and to fund the project from prior year reserves. Commissioner Windon seconded the motion, which then passed on a roll call vote of 4-0 in favor. President Myers said he believed that the initial report from Reserve Advisors by budget time 2017.

#### **Ordinance for Discussion and possible Introduction**

- Ordinance No. 480: Interfund Loan

Mrs. Weisman said the proposed Ordinance No. 480 had been proposed by the Town’s Bond Counsel Lindsey Rader to refine the Town’s bond circumstances to improve yields. Mrs. Weisman said the Commissioners needed to introduce the ordinance to start the legislative process. Commissioner Boos had some questions, which the Commissioners discussed, and Mrs. Weisman said she could provide Commissioner Boos with all of the analysis completed by the Town’s attorney. There were no questions from the public. President Myers then called for introduction of Ordinance No. 480. Commissioners Harrod and Windon made the introduction of Ordinance No. 480. Mrs. Weisman said the ordinance would be up for discussion at the next meeting on October 5th, and could be eligible for a vote at the October 26<sup>th</sup> legislative session. Ms. Olley then read the title of Ordinance No. 480 into the record as follows:

ORDINANCE NO. 480, AN ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS  
 AUTHORIZING SEPARATE INTERFUND LOANS BETWEEN THE ELECTRIC UTILITY

FUND AND THE WATER FUND FOR THE PUBLIC PURPOSE OF FUNDING THE PREPAYMENT IN WHOLE OF THE 1982 WATER BOND AND THE 1997 INFRASTRUCTURE BOND IDENTIFIED HEREIN AND RELATED COSTS; SPECIFYING THE TERMS FOR REPAYMENT OF SUCH INTERFUND LOANS; AUTHORIZING CERTAIN OFFICIALS OF THE TOWN TO TAKE ACTION OR MAKE DETERMINATIONS ON BEHALF OF THE TOWN AS DESCRIBED HEREIN; PROVIDING FOR CERTAIN RULES OF CONSTRUCTION OF THIS ORDINANCE, INCLUDING THAT THE PROVISIONS OF THIS ORDINANCE SHALL BE LIBERALLY CONSTRUED; PROVIDING THAT THIS TITLE CONSTITUTES A SUMMARY OF THIS ORDINANCE; AND GENERALLY RELATING TO SUCH INTERFUND LOANS

**Comments from the Public**

Ann Hymes of Grace Street read a list of suggestions for Town improvements. Another Grace Street resident suggested that a “dead end” or “no outlet” sign be placed on Grace Street but nearer to Talbot Street.

**Comments from the Commissioners**

There were no additional substantive comments.

**Commissioners’ Calendar**

Mrs. Weisman said a request for agenda time had been received via letter from 104 West Chew Ave resident – public alley. The Commissioners then discussed other additions and changes to their meeting agendas in October and November 2016.

**Adjournment**

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Suzanna Warnick  
Administrative Clerk

**Public Handouts:**

Agenda  
Department Reports  
Draft Ord 480 – Interfund Loan