

**CITY OF WESTMINSTER, MARYLAND  
MAYOR AND COMMON COUNCIL MEETING  
JANUARY 11, 2010**

**QUORUM:**

A meeting of The Mayor and Common Council was held in the Council Chambers at City Hall, 1838 Emerald Hill Lane, Westminster, Maryland on the evening of January 11, 2010, at 7:00 P.M. Mayor Utz; Council President Halstad; Council Members Albert, Pecoraro, Chiavacci, and Wack; City Administrator and Acting City Clerk Wolf, Acting City Treasure Ehlers; Chief of Police Spaulding, Director of Planning, Zoning, and Development Beyard, Director of Public Works Glass, Director of Recreation and Parks Schroers; and City Attorney Levan were present.

Mark and Dave Bollinger of Barnes-Bollinger Insurance Services, Inc. presented Mayor Utz with a \$2,205.64 donation that will go toward the purchase of two Automated External Defibrillators (AED) for the City.

Bill Gereny of Water Depot, Inc. presented Chief Spaulding with the keys to a new 2010 Ford Explorer. The vehicle was donated by Mr. Gereny's company in support of the Community Education Section of the Police Department.

**MINUTES:**

Upon Motion of Mr. Pecoraro, seconded by Mr. Chiavacci and unanimously passed, the minutes of the meeting of December 14, 2009 were approved.

**CONSENT CALENDAR:**

Dr. Wack moved to approve the Consent Calendar, which consisted of the approvals of the new and updated Employee Handbook Policies and Procedures and the UPSD agreement with Wal-Mart. Mr. Pecoraro seconded the Motion and it passed unanimously.

**REPORTS FROM STANDING COMMITTEES:**

Mr. Chiavacci reported that he recently attend the Police Department's Promotional Ceremony. He stated that the event was very well done and was a nice way to recognize the great work done by the officers.

Dr. Wack reminded the Mayor and Council that work on the upcoming budget will begin soon.

**BIDS:**

Mr. Glass summarized bids received for the purchase of four new Utility Trucks for the Water and Wastewater departments. Upon Motion of Mrs. Albert, seconded by Mr. Chiavacci and unanimously approved, the low bid for one 1.5 ton Utility Truck in the amount of \$34,885.00 from Jeff Barnes Chevrolet and the low bid for three one-ton Utility Trucks in the total amount of \$87,756.00 from Heritage Chevrolet was accepted.

## **UNFINISHED BUSINESS:**

None as of January 8, 2010

## **NEW BUSINESS:**

President Halstad announced the appointment of the new City Attorney. He recognized Elissa Levan and Karen Ruff of Funk and Bolton, P.A. Upon Motion of Mr. Chiavacci, seconded by Mr. Pecoraro and unanimously approved, the authorization for the Mayor to sign the Engagement for Legal Services agreement was approved.

Mr. Beyard summarized the Community Development Block Grant Subrecipient Agreement with Episcopal Housing Corporation. He noted that Episcopal Housing Corporation was designated as the grant subrecipient and they will receive the grant funds for the construction of the Union Crossing development. He recommended the Council approve the subrecipient agreement and allow the Mayor to execute all necessary documents. Upon Motion of Dr. Wack, seconded by Mr. Pecoraro and unanimously passed, the subrecipient agreement was approved.

## **DEPARTMENT REPORTS:**

President and C.E.O. of the Westminster Fire Engine and Hose Company No. 1 Bob Cumberland stated that he is looking forward to working with the Mayor and Council and Ms. Wolf. He is also anxious to work with the Westminster Police Department and Chief Spaulding to improve and enhance the operation of the Fire Police at the Fire Department and on other highway safety projects. He would like to have the Public Safety Committee visit the facility and get to understand the operations, and see what it take to operate a whole Fire and EMS department. He stated that when it comes to the budget, the Fire Department will work to keep requests within the limits, but would like to look at ways to increase funding. Mr. Cumberland reported that the department received 1,549 fire calls in 2009, an increase of 36 calls from the prior year. Of those calls, 45% were calls from within city limits. He also reported that in 2009 they received 4,646 EMS calls, an increase of 462 calls from 2008.

Mr. Glass reported that the City spent \$57,000 on the December snow storm. The City and County, who applied through the State, did not receive reimbursement from FEMA because the standards for an emergency were not met.

Mr. Ehlers reported that the auditors were working on the draft findings, financial statements, and reports for the audit that is to be filed January 31<sup>st</sup>. He also stated that the Public Housing Agency will be revising its annual Administrative and PHA Plans for public review, hearing and adoption. Any changes regarding the replacement of the Housing Quality Standards by the City Property Maintenance Code will be part of that process.

Chief Spaulding reported on the Police department's patrol on Main Street. He indicated that it has been slow with very few problems. He announced that Corporal Peters, who was in charge of the Main Street efforts, was recently promoted to Sergeant and transferred to a different work group. The department is currently revising the plan, but Captain Yeager will become the central contact person.

Mr. Beyard reported that the first draft of the updated Chapter 119 of the Property Maintenance Code has been completed. He also stated that the Arts and Culture Task Force recently had their second meeting and they discussed various properties and their possible uses. At the next meeting, their plan is to be in an agreement on what those uses should be as well as focusing on promoting Arts and Culture in the community. Mr. Beyard announced that the Tech Park is now in the planning process to build a new 93,000 square foot office flex-space building that would allow local businesses to expand. Finally, he reported that due to a cooperative arrangement with the Greenvale Mews development project, the City has currently received \$150,000.00 and is expecting an additional \$100,000.00 in the near future. The final payment is due May 2010, bringing the total to \$500,000 to assist the City to pay for the Gesell Well.

Ms. Wolf reported that the City's new Charter and Code books were issued to the Mayor and Council. Also, she announced the following day's H1N1 Flu Shot Clinic and the Health and Wellness Screenings for City employees. Next, she reported that the Roundtable meetings will be picking up again very soon, including one for the landlords and one for the local churches that provide to the needy. Finally, Ms. Wolf informed the Council that a budget schedule is being worked on.

Ms. Levan thanked the Mayor and Council for choosing the firm. They are thrilled to have the opportunity to represent the City.

**CLOSED SESSION:**

Mrs. Albert motioned pursuant to Section 10-508-A-10 and Section 10-508-A-3 of the State Government Article of the Annotated Code of Maryland to conduct a closed meeting at the conclusion of the current meeting. Mr. Chiavacci seconded, and the motion passed unanimously.

**CITIZEN COMMENTS:**

Angel Mikey, of 595 Richmar Street, informed the Mayor and Council of her opinions and concerns regard the FY2010 budget document.

**ADJOURN:**

Council President Halstad adjourned the meeting at 8:07 p.m.

Respectfully Submitted,

Elizabeth L. Fahey