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**TOWN OF EASTON, MARYLAND  
EASTON TOWN HALL  
14 S HARRISON STREET**

**June 18, 2018**

**PRESENT AT CONVENING.**

Mayor Robert C. Willey  
President of Council John Ford  
Councilmember Alan I. Silverstein  
Councilmember Pete Lesher  
Councilmember Ron E. Engle

Also present was the Town Manager Mr. Don Richardson, Town Attorney Mrs. Sharon VanEmburch, Town Engineer Mr. Rick VanEmburch and Town Clerk Mrs. Kathy M. Ruf.

Mrs. Cook was excused.

**MEETING.**

At 7:00 p.m., President Ford called the meeting to order.

**OPENING REMARKS BY MR. LESHER AND PLEDGE OF ALLEGIANCE.**

Mr. Lesher gave opening remarks and led those present in the Pledge of Allegiance.

**APPROVAL OF MINUTES OF JUNE 4, 2018 MEETINGS.**

Upon motion by Mr. Lesher seconded by Mr. Engle and carried unanimously, minutes of the June 4, 2018 meetings were approved.

**ITEMS BY THE MAYOR.**

Mayor Willey stated that the Talbot Goes Purple Rally was held at Idlewild Park Saturday and it was very well attended with a lot of interest.

Mayor Willey stated that he has had several requests for the town to do things for historical citizens of the town. He stated that he will be forming a committee to set parameters. He asked for anyone interested to serve on the committee to help establish guidelines, to please forward their name for consideration.

**EMPLOYEE SERVICE AWARDS.**

Mayor Willey and the Town Manager presented service awards for employees' years of service to the Town of Easton.

Receiving their employee service awards for 2017 were:

**10 Years:**

- Michael Epstein – Public Works
- Jacqueline Knopp - Administration
- Trevor Newcomb – Planning & Zoning
- Tyrell Pierce – Public Works
- Donald Richardson – Town Manager

**20 Years:**

- George Paugh – EPD

**30 Years:**

- Gregory Wright – EPD
- Kay Spence - EPD
- Scott Messick – Administration

**40 Years:**

- David Spencer – EPD
- Jerome Pierce – Public Works

**ITEMS BY THE TOWN MANAGER.**

**MODERNIZATION OF PARKING METERS.**

Mr. Richardson discussed the memo submitted by Mr. Scott Messick, IT Director explaining the Allerin proposal. He stated that this is a software development project that would create software that can be used town wide for parking. He stated that there are to be no maintenance fees.

59 Mr. Leshar asked what the revenue source would be for the town as well as operational costs  
60 related to this program.

61 Mr. Silverstein stated that he does not have enough information. He stated that he would like to see  
62 what an app would look like as well as additional information. Mr. Silverstein stated that he would  
63 like to see other companies evaluated.

64 Mr. Leshar asked if we have the capability to handle the system in-house.

65 Mr. Richardson stated that it is his understanding that it will be handled in-house.

66 Mr. Richardson discussed the multiple companies that were considered for the project. He stated  
67 that he has reached out to Allerin for references.

68 President Ford recommended waiting another meeting. He stated that the council would like to see  
69 some of the data that made Mr. Messick reach his decision such as comparisons. President Ford  
70 stated that he would also like to have Mrs. Cook present.

71 Mr. Richardson discussed the procurement policy for professional services.

72 Mr. Leshar asked for projected costs for additional areas in the town that would require parking  
73 installations.

74 Mr. Silverstein stated that he does not have a problem with the concept but wants something more  
75 tangible.

76 President Ford stated he looks forward to receiving more information.

77 **ITEMS BY THE TOWN ATTORNEY.**

78 The Town Attorney Mrs. VanEmburch stated that the Town had requested that the county amend  
79 their liquor ordinance to allow bistros. She stated that with the current setback limitation of 500' to  
80 parks, it alleviates most of downtown. She stated that the county voted and approved the  
81 amendment last Tuesday which will allow the Town's Zoning Ordinance amendment to happen.

82 **ORDINANCE NO. 723, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING**  
83 **THE TOWN OF EASTON ZONING ORDINANCE TO ADD TWO NEW USES (BISTRO**  
84 **AND CRAFT BEVERAGE MANUFACTURING) TO THE TABLE OF PERMISSIBLE**  
85 **USES ALONG WITH ASSOCIATED DEFINITIONS AND SUPPLEMENTAL**  
86 **STANDARDS."**

87 Upon motion by Mr. Silverstein seconded by Mr. Engle and carried unanimously, Ordinance No.  
88 723 was approved unanimously with Mrs. Cook absent.

89 **RECOMMENDATION FROM TOWN ENGINEER TO APPROVE ECOTONE BID FOR**  
90 **TANYARD BRANCH & PAPERMILL BRANCH STREAM RESTORATION PROJECT.**

91 Mr. Eric Buehl was present and stated he had been approached by NOAA regarding available  
92 grant money. He stated that he identified and gathered a team of agencies that could use the grant  
93 money. He stated that they identified Tanyard Branch by Bay Street and Papermill Branch by  
94 Middle School and Candlelight Cove. He stated that the needed to complete the design and then  
95 apply for a future construction grant. Mr. Buehl stated that he had sent a RFP to Ecotone for a  
96 \$95,000 grant. The bid came in substantially lower at approximately \$55,345.

97 Mr. Eric Buehl thanked the council for the chance to be present to support the project.

98 Mayor Willey asked what kind of construction would occur.

99 Mr. Buehl stated that they would use trees and timber to steer the stream.

100 Mr. Buehl stated that NOAA and the team thought these streams were the best candidates as other  
101 streams in town need restoration. He stated that they don't have the ability to move to another  
102 location and the money must be used by August. Mr. VanEmburch stated that they want to clean  
103 the water and design for the flood areas.

104 Mr. Buehl stated that there are some pretty serious bank erosion that needs to be addressed behind  
105 the hospital. He stated that the firm does the design and goes after the grant money to fund the  
106 project. He stated that this has the potential to be a great fit for future projects.

107 Mr. VanEmburch stated that the Town will act as the project manager. He asked the council to  
108 approve the \$55,345 bid from Ecotone.

109 Upon motion by Mr. Leshar, seconded by Mr. Silverstein and carried unanimously, the bid was  
110 approved.

111 **TOWN ENGINEER'S DISCUSSION OF HEALTHY WATERS ROUNDTABLE**  
112 **PROJECT.**

113 Town Engineer Mr. VanEmburch discussed meetings with Mr. Alan Girard, representing Eastern  
114 Shore counties and towns and how we can address stormwater issues. He stated that Mr. Tom Lee  
115 has offered to make presentations to the Council. He discussed requirements to stay current on the  
116 MS4 Permit.

117 Mr. VanEmburch stated that he would like to have Mr. Lee visit and give an update.

118 **MR. BILL WIELAND TO DISCUSS DRAINAGE BEHIND WINDMILL AND OAK**  
119 **AVENUE.**

120 Mr. Bill Wieland, 607 Windmill Road was present to discuss flooding in his neighborhood. He  
121 stated that he has seen some interesting changes. Mr. Wieland stated that he has spoken to the  
122 Town Engineer Mr. VanEmburch regarding the flooding and he has been very responsive in trying  
123 to analyze the situation. Mr. Wieland stated that he can't seem to make any progress. He stated that  
124 the nearby property is so overgrown and channeling the water and flooding his property. Mr.  
125 Wieland asked that code enforcement be consistent and enforce property maintenance.

126 Mr. Richardson stated that the staff could take some action regarding invasive weeds in the forest.

127 Mr. Wieland stated that it is the Town's responsibility to make sure the ordinance is upheld.

128 **7:15 PM PUBLIC HEARING TO DISCUSS ORDINANCE NO. 724 WHICH PROPOSES**  
129 **THAT THE TOWN ACCEPT INDUSTRIAL PARK ROAD AND A PORTION OF PORT**  
130 **STREET FROM TALBOT COUNTY, MARYLAND.**

131 At 7:59 p.m., President Ford opened the public hearing to discuss Ordinance No. 724.

132 **ORDINANCE NO. 724, "AN ORDINANCE OF THE TOWN OF EASTON**  
133 **AUTHORIZING THE TOWN OF EASTON TO ACCEPT INDUSTRIAL PARK ROAD**  
134 **AND A PORTION OF PORT STREET FROM TALBOT COUNTY, MARYLAND."**

135 Mrs. VanEmburch, the Town attorney discussed the annexation process. She stated that the Town  
136 needs to go through the technicality of taking over the roads. She stated that it is a formality for the  
137 town to agree to take over roads.

138 President Ford opened the public hearing. He asked for audience comments; there were none.  
139 President Ford stated that he would leave the record open for comments until the end of this week.  
140 Any written comments would be forwarded to the council for dissemination.

141 At 8:01 p.m., President Ford closed the public hearing.

142 **REVIEW OF INVOICES TOTALING \$1,377,449.59.**

143 Upon motion by Mr. Engle seconded by Mr. Leshner and carried unanimously, invoices totaling  
144 \$1,377,449.59 were reviewed for payment.

145 **ITEMS BY MEMBERS OF THE COUNCIL.**

146 Mayor Willey discussed the flooding on Wayside Avenue and the west end of Bridge Street. He  
147 asked that other areas be evaluated for flooding and restoration.

148  
149 Mr. Silverstein suggested putting together a priority list for problem areas.  
150

151 **ADJOURNMENT.**

152 At 8:04 p.m., upon motion by Mr. Silverstein seconded by Mr. Leshner and carried unanimously,  
153 President Ford adjourned the regularly scheduled meeting.

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156 Kathy M. Ruf, Town Clerk  
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