

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
October 24, 2017

The Commissioners Meeting was held in the meeting room of the Community Services Building on October 24, 2017. Commissioner Gordon Graves called the meeting to order at 6:00 p.m.

PRESENT

Attending the meeting were Commissioner Gordon Fronk, Commissioner Gordon Graves, Police Chief Patrick Maxwell, Public Works Superintendent Scott Delude, Administrator/Clerk Cheryl Lewis, and Town Attorney Brynja Booth. Commission President Carole Abruzzese was not available. Also in attendance were many citizens, fire company members and a representative from the local newspaper.

The meeting opened with the Pledge of Allegiance.

APPROVAL OF MINUTES

Commissioner Fronk made a motion to approve the minutes of October 30, 2017 as distributed, Commissioner Graves seconded the motion, all were in favor, and motion carried.

APPROVAL OF SEPTEMBER DISBURSEMENTS

Commissioner Fronk made a motion to file the September Disbursements for audit, Commissioner Graves seconded the motion, all were in favor, and the motion carried.

MAINTENANCE REPORT

Superintendent Delude reported the following:

- Remote communications with one of the water towers was out the previous week and the system was run manually. A power surge burned up a computer chip, which has been replaced and the system has been reprogrammed.
- Public Works has received the new mower, the purchase of which was approved at a prior meeting from the FY 2018 budget.
- Public Works had the opportunity to purchase a used sweeper attachment for the skid steer for \$2500. This equipment had been discussed previously with a purchase price of \$5000. This unit will be used to assist with leaf pickup.
- Four PW employees took a class in Ocean City on water meter reading and how to perform internal audits utilizing our system.
- An RFP is being prepared to for replacement of our meter reading equipment with an automated reading system, which will read from our current meters. We have budgeted for this replacement in the past few budgets, but it has not been enough to cover the cost once we get it, so the purpose of the RFP would be to get a firm cost on a turnkey system so that it can either be incorporated into the FY18 budget or placed in the FY19 budget. Currently the anticipated cost is around \$75k.

POLICE REPORT

Chief Maxwell reported the following:

- 1 - Check the Welfare (All was well)
- 1 - Found Property (Returned to owner)
- 10 - Police Information - Service
- 1 - Court

- 1 - Suspicious Person Call (ID & moved on)
- 1 - Noise Complaint

The 5k Charity Run, which had a large turnout, went off without any major problems. The Pumpkin Walk was well attended and was a success.

OXFORD FIRE COMPANY REPORT

Fire company member Tom Ray reported on the statistics of the fire company since their last meeting for the period Oct 11 through Oct 24: Fire/Rescue: 3 calls (2 mutual aid to Easton, 1 automatic alarm), 73 miles traveled, 4.9 personnel responded, with 34 personnel hours followed by Medical: 1 call, no transport, 2 miles traveled, 4 people responded with 1 personnel hour. The next Breakfast will be on November 5 and the Antique Show will be held November 11 through 12, 2017.

RESOLUTION

Resolution 1709 Honoring the Lifetime Achievement of Michael J. Young was set aside awaiting Michael Young's arrival.

UNFINISHED BUSINESS

Ordinance 1707 Charter Activities, amending the Harbor Management Ordinance, as presented by Clerk Lewis at a previous meeting is still under review, awaiting the next Port Wardens meeting, which will be on November 2, 2017.

NEW BUSINESS

Scott Delude and Cheryl Lewis discussed the potential Water Main replacement project for the Historic portion of North and South Morris, replacing the current under the road pipes with a new water main looping at the ferry dock, abandoning the old pipes in place. The project would not include paving of the state road, but the Town would be in contact with SHA regarding the project. The Town has received notice that they qualify for a one million dollar loan/one million dollar grant package for the estimated cost of the project should they choose to receive the award. Delude and Lewis are recommending at this time that the town consider have the engineers work on a preliminary engineering report to determine feasibility and to define the anticipated total project cost. Lewis will be checking with USDA to see if they can assist the town with PER funds and/or matching grant funds for the actual project. The Commissioners were in agreement that it would be in the town's best interest to except an award of a million dollars toward a project that will need to be done in the near future and authorized Lewis to seek cost for a preliminary engineering report.

LETTERS AND REQUESTS

None were presented.

ATTORNEY

Attorney Booth explained that she is currently serving on the Tax Sale Task Force, which is currently reviewing the ability that currently exist allowing a municipality to send a property to tax sale for unpaid water and sewer bills and which tool Oxford currently does use to enforce payment of such unpaid bills. There is some concern in the larger Maryland cities that this process is displacing residents. Booth explained that is not the case on the eastern shore, she has never seen a tax sale that has resulted in someone losing their owner occupied home, but it is the only tool the town has to collect unpaid debts other turning off water and filing in court an individual law suit. Booth further explained that MML has requested Administrator Lewis testify on behalf of municipalities at the hearing to on October 24.

ADMINISTRATOR/CLERK COMMENTS

Lewis stated the town office would be closed on October 24 in order to attend and give testimony at the previously mentioned hearing. Lewis also informed the Commissioners that it was possible that she would be filing an extension on the state financial return as she was trying to work through detailed separation of business accounts, water, sewer and stormwater, and also proper breakdown of the many grants the town currently has going. This is the second year with the new accountants and she is continuing to work on details that had been previously lumped together. She expects that each year things will be refined further.

MICHAEL YOUNG RECOGNITION

Commissioner Graves stated that resident Bill Dial and the Oxford Fire Department had presented a request for recognition of Michael Young for his 50 plus years of emergency service to the citizens of Oxford, which the Commissioners felt was very deserving. Commissioner Graves read aloud Resolution 1709 Honoring the Lifetime Achievement of Michael J. Young. Commissioner Fronk motioned to approve resolution 1709, Commissioner Graves seconded the motion, all were in favor, and the motion was approved. Commissioner Graves presented the resolution to Michael Young, which was met with hardy applause and appreciation for his service.

Commissioner Graves also administered the oath of office to Mike Young, who was recently appointed to the Parks and Recreation Committee.

COMMISSIONER COMMENTS

Graves stated that the town employees and Commissioners had received Narcan training the previous week from the County Health Department and that the Commissioners were also appreciative of the fire department educational training that was open to the public.

PUBLIC COMMENTS

Those in attendance provided testimony to the service the Mike Young has provided the community, including his paramedic services, his instructor services for emergency responders and his continued service to the Oxford Fire Co., along with several humorous tales.

With no further business, Commissioner Fronk made a motion to close the meeting, Graves seconded the motion, both were in favor, and the meeting was adjourned at 6:50 pm.