

COMMISSIONERS OF OXFORD
Regular Meeting Minutes
May 22, 2018

The Commissioners Meeting was held in the meeting room of the Community Services Building on May 22, 2018. Commission President Gordon Graves called the meeting to order at 6:00 p.m.

PRESENT

Attending the meeting were Commission President Gordon Graves, Commissioner Gordon Fronk, Commissioner John Pepe, Public Works Superintendent Scott Delude, Police Chief Patrick Maxwell, Administrator/Clerk Cheryl Lewis, and Town Attorney Brynja Booth.

APPROVAL OF MINUTES

Commissioner Fronk motioned to adopt the minutes of May 8, 2018 as distributed. Commissioner Pepe seconded the motion, all were in favor, and the motion carried.

A motion was made by Commissioner Pepe to approve and file for audit the disbursements for the month of April 2018, the motion was seconded by Commissioner Fronk, all were in favor, and the motion carried.

MAINTENANCE REPORT

Superintendent Delude reported the following:

- Delude reported there were issues with the newly paved tennis courts. The contractor stated they had experienced several problems this winter and would be out to repair and recoat the problem areas. Delude stated that the winter had not only been hard on the tennis surface, but on the town streets as well.
- A new drinking fountain, which had been donated by the Ferry Captain, has been installed at the ferry dock.
- A new aeration system has been installed in the wastewater treatment tank to increase oxygen during the summer months in order to assist in meeting MDE regulations. PW constructed a system using soaker hoses with air blowing thru them for this purpose, which is a temporary solution as this tank will be demolished as part of the new construction.
- The 2018 Consumer Confidence Report for the 2017 year (aka the Water Quality Report) is done and will be distributed later this month, with no identified issues.
- The wastewater plant took in an excess of a half a million gallons of rainwater with the recent weather events and we are running the plant to full capacity in order to lower the level in the one operating lagoon.

President Graves thanked Delude and his crew for the quick assistance they provided during the museums recent plumbing failure.

Commissioner Pepe inquired as to whether anything had been done regarding electricity at the Causeway Docks, to which Delude stated he had received quotes for both dock areas and would be reviewing for consideration in FY 2019. Lewis added that the cost is substantial and we just completed the upgrade of pilings at both of these locations, but they would be reviewing the feasibility of completing one or both in 2019.

POLICE REPORT

Chief Maxwell reported the following:

- 20-Police information-service
- 35-Patrol checks
- 5- Suspicious vehicles
- 3-Suspicious persons
- 4-Check the welfare
- 6-Alarms
- 4-Assist the Fire Dept

Chief Maxwell stated with all the rain, there have been no major incidents.

FIRE COMPANY

Graham Norbury presented the fire company report, with 7 fire calls, 3 were structure fires, 153 miles, 33 hours and 42 responding members. Medical responded to 4 calls, 3 transports to Easton and 1 citizen assist. He added that the annual Antiques and Uniques sale went very well.

PUBLIC HEARINGS

President Graves opened the public hearing for Ordinance 1806 – AN ORDINANCE OF THE COMMISSIONERS OF OXFORD AUTHORIZING THE EXECUTION OF A LAW ENFORCEMENT MUTUAL AID AGREEMENT IN ACCORDANCE WITH MD. COD ANN. CRIMINAL PROCEDURE ARTICLE SECTION 2-105. Brynja Booth gave a brief explanation of the agreement. Graham Norby of the OFC stated he felt the mutual agreement was a good idea, working together similar to the fire companies. With no further comment the hearing on this ordinance was closed.

Commissioner Pepe opened the public hearing for Ordinance 1809 – AN ORDINANCE OF THE TOWN OF OXFORD AMENDING GENERAL AND ENTERPRISE BUDGET ADOPTED BY ORDINANCE 1704 FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018 TO ADJUST CERTAIN LINE ITEMS AND TO RE-APPROPRIATE CERTAIN FUNDS; Lewis stated she had reviewed the changes in detail at the prior meeting, with most changes being reductions to line items. With no comments, the hearing on Ordinance 1809 was closed.

Commissioner Fronk opened the public hearing for Ordinance 1810 AN ORDINANCE OF THE TOWN OF OXFORD ADOPTING A GENERAL/ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019, AND ESTABLISHING A TAX RATE OF \$.3047 PER \$100 OF ASSESSED REAL PROPERTY VALUE. Lewis stated the tax rate is the constant yield adjusted rate as provide by the state. She also noted that there was \$547,000 in capital expenditures noted in this budget, although she does not expect all expenditures to happen. With numerous grant projects going on at the same time, she felt it was best to include all projects that might possibly happen and then revise it mid-year. With no comments, the hearing on Ordinance 1810 was closed.

Commissioner Fronk opened the public hearing for Ordinance 1811 AN ORDINANCE OF THE TOWN OF OXFORD TO REPEAL ORDINANCE NUMBER 1705 AND TO SET NEW WATER AND SEWER RATES FOR THE TOWN, COMMENCING JULY 1, 2018, noting that in previous years the increase had been 7% in anticipation of the startup of the new wastewater operations, with this year's increase reduced to 3%. Lewis added that after many years of not addressing the rates, the town had been increasing at the higher rate for the last five years and at this point, she was recommending the annual increase be reduced to 3% with a review of the operational cost once the plant is complete. She added that the MDE, as incentive, is providing operating grants to new plants that are able to operate within certain parameters. With no comments, the hearing on Ordinance 1811 was closed.

UNFINISHED BUSINESS

Commissioner Fronk motioned to approve Ordinance 1806 – AN ORDINANCE OF THE COMMISSIONERS OF OXFORD AUTHORIZING THE EXECUTION OF A LAW ENFORCEMENT MUTUAL AID AGREEMENT IN

ACCORDANCE WITH MD. COD ANN. CRIMINAL PROCEDURE ARTICLE SECTION 2-105 scheduled for May 22, 2018; Commissioner Pepe seconded the motion, with no further discussion, the motion was approved with all in favor.

Commissioner Pepe motioned to approve Ordinance 1809 – AN ORDINANCE OF THE TOWN OF OXFORD AMENDING GENERAL AND ENTERPRISE BUDGET ADOPTED BY ORDINANCE 1704 FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018 TO ADJUST CERTAIN LINE ITEMS AND TO RE-APPROPRIATE CERTAIN FUNDS; Commissioner Fronk seconded the motion, with no further discussion, the motion was approved with all in favor.

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Commissioner Pepe motioned to approve Ordinance 1811 AN ORDINANCE OF THE TOWN OF OXFORD TO REPEAL ORDINANCE NUMBER 1705 AND TO SET NEW WATER AND SEWER RATES FOR THE TOWN, COMMENCING JULY 1, 2018; Commissioner Fronk seconded the motion, with no further discussion, the motion was approved with all in favor.

Commissioner Fronk inquired as to the status regarding the MEWS design. Lewis stated she had prepared and submitted an application to the DHCD for stabilization and mitigation funds of \$200,000. She had also instructed the architects to go ahead and prepare the construction documents for the approved design so that the town could determine the final construction costs. The grant had been submitted with two alternative development processes, one as a for-profit and one as a non-profit, to allow the town to work through both options over the next several months.

NEW BUSINESS

President Graves read the title for the proposed Ordinance 1812 AN ORDINANCE OF THE TOWN OF OXFORD TO AMEND CHAPTER 11 OF THE TOWN CODE TITLED “HARBOR MANAGEMENT ORDINANCE”, SUBSECTIONS 11.10.A. AND 11.10.C TO CLARIFY THAT IT IS A MISDEMEANOR TO DISCHARGE OR DEPOSIT FISH WASTE INTO THE WATERS OR ON ANY PROPERTY WITHIN THE TOWN OF OXFORD, AND TO CLARIFY THE PENALTIES UNDER SECTION 11.15 FOR DISCHARGING OR DEPOSITING FISH WASTE WITHIN THE TOWN. Lewis stated that following complaints regarding the discharging of fish carcass from commercial docks, she had requested the Booth review the current regulations, which already prohibited the discharge of waste. Booth stated that she agreed that the regulations would already cover any discharge into the waters, but for the purpose of clarity, prepared this ordinance adding ‘fish waste’ to the items that were prohibited. There was some discussion regarding the unintended consequences of such an ordinance, including the use of clams for crabbing. Lewis stated that along with using common sense when applying the ordinance, that the use of bait would not be a violation, but it is conceivable if you were to toss your old bait and it was washing up into your neighbor’s yard and causing a sanitary issue, then yes, it could fall under this ordinance. Bill Brashares asked if the discharge of the carcasses by a private citizen would still be governed by the ordinance and asked if this ordinance would be enforced by the police department, to which the reply for both was yes. Commissioner Fronk shared his concerns that a seasoned fisherman who uses appropriate practice to sink fish carcasses could unknowingly toss fish in opposition to this ordinance and then received a citation. Lewis stated that it is a matter of education; the intent is to have the ability to enforce the ordinance if there is a repetitive intentional discharge of fish waste that is creating a health hazard or esthetic disturbance.

Commissioner Pepe reminded the citizens that there are multiple opportunities for fish waste to arrive on our shores and that, although this is a good ordinance and will assist with the current issue, it will not be possible to prevent all situations. There was discussion regarding enforcement and procedure. Following the discussion Commissioner Fronk motion to introduce Ordinance 1812, Commissioner Pepe seconded the motion, all were in favor, and the motion carried. A public hearing was scheduled for June 26, 2018.

LETTERS

An email was received reminding all that the annual Card Board Boat Race would be held on June 23, 2018.

CLERK COMMENTS

Lewis stated she had met with the Captain of The Dove and their visit was scheduled for September 11th and possibly the 12th, and would include an educational component for local students as well as being open to the public in the afternoon and a planned locals gathering on the dock in the evening to welcome the crew to Oxford.

COMMISSIONER COMMENTS

Nothing additional.

PUBLIC COMMENT

Nothing additional.

There being no further business, President Graves motioned to close the meeting, Commissioner Pepe seconded the motion, and the meeting was closed at 7:02 pm.

Respectfully submitted,

Cheryl Lewis, Town Administrator-Clerk/Treasurer

"In accordance with Section 10-508(d) of the State Government Article of the Maryland Annotated Code, a written statement of the closed session is attached to the official minutes of the Commissioners of Oxford and maintained in the minute book in the Town Office".