

**City of Aberdeen Council Meeting  
February 8, 2016**

**Council Present:** Mayor McGrady, Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor

**Absent:** None

**Vacancy:** One Council Seat

**Also Present:** Phyllis Grover, Director of Planning and Community Development  
Kyle Torster, Director of Public Works  
Chief Henry Trabert, Aberdeen Police Department  
Opiribo Jack, Director of Finance  
Monica Correll, City Clerk

Mayor McGrady called the meeting to order at 7:00 p.m. in the Council Chambers. The prayer was delivered by Mayor McGrady and the Pledge of Allegiance was led by Councilman Lindecamp.

**Approval of Minutes:**

A motion was made by Councilwoman Landbeck and seconded by Councilman Lindecamp to approve the minutes of the Council Meeting for December 21, 2015.

**The motion was passed with a vote of 4 – yes, 0 – no, 0 – abstain, 1 – vacant.**

Ayes: Mayor McGrady, Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor.

Nays: None.

Abstain: None.

Vacancy: One seat.

Statement of Closed Session for January 19, 2016

The City Clerk read the Statement of Closed Session for January 19, 2016 for the record.

On January 19, 2016 the Mayor and Council held a Special Council Meeting in the Council Chambers at 7:00 p.m. All members, with the exception of one vacancy, voted by roll call in the affirmative to close the session.

At approximately 7:38 p.m., a closed session was convened by the Mayor and Council in the second floor administrative conference room. Members present were: Mayor Patrick McGrady, Councilwoman Sandra Landbeck, Councilman Timothy Lindecamp, and Councilman Melvin Taylor. Also in attendance were City Manager Douglas Miller and City Clerk Monica Correll.

The session was held pursuant to the Open Meetings Act, Statutory Authority Md. Code Annotated, General Provisions Article § 3-305(b): (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

During this meeting the Mayor and Council discussed the possible appointment of the interim City Manager and the Council seat vacancy. No action was taken at this meeting. The meeting was adjourned at 8:44 p.m.

A motion was made by Councilwoman Landbeck and seconded by Councilman Lindecamp to approve the Statement of Closed Session for January 19, 2016.

**The motion was passed with a vote of 4 – yes, 0 – no, 0 – abstain, 1 – vacant.**

Ayes: Mayor McGrady, Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor.

Nays: None.

Abstain: None.

Vacancy: One seat.

## **PRESENTATIONS:**

1. Greater Aberdeen-Havre de Grace Enterprise Zone Renewal - Phyllis Grover and Bridgette Johnson, Senior Business Development, Harford County Office of Economic Development

Ms. Grover explained the background on the Greater Aberdeen-Havre de Grace Enterprise Zone. Ms. Bridgette Johnson presented a PowerPoint on the Greater Aberdeen-Havre de Grace Enterprise Zone Renewal history, programs, and requirements. She explained that an approved resolution was needed from the Council. Council discussion followed.

## **PUBLIC HEARINGS:**

1. Community Development Block Grant Funds (CDBG), Phyllis Grover

Ms. Grover noted that there would be a second public hearing and explained the revolving loan fund program history and current status.

Public Comment:

- a. Ms. Wesyna Davis, Farm Road: Ms. Davis suggested the need for speed bumps.
- b. Ms. Bernie Vaughn, Spesutia Road: Ms. Vaughn requested shelter for the homeless.

**PUBLIC COMMENT:**

1. Former Councilwoman Ruth Ann Young, Doris Circle: Commented on the search for a new City Manager.
2. Ms. Barbara Osborn Kreamer, Beards Hill Road: Ms. Kreamer spoke about the budget and lowering taxes.
3. Mr. John Landbeck, Mt. Royal Avenue: Mr. Landbeck commented on political relationships.
4. Mr. Michael Hiob, Graceford Drive: Mr. Hiob referenced a newspaper article, commented on the Council seat vacancy/nomination, and a budget amendment.
5. Ms. Cindy Sherretts, Holly Drive: Ms. Sherretts commented on the on the Charter and the City Manager position.
6. Ms. Sarahia Benn, Farm Road: Ms. Benn commented on the Council seat vacancy, snow removal, and the City website.
7. Ms. Carol Bruce, Oak Street: Ms. Bruce commented on the City website, having a run-off election, the Council seat vacancy, and snow removal.
8. Mr. Erick Stone, Old Robinhood Road: Mr. Stone supported Mr. Stephen Smith for the Council seat vacancy.
9. Walter Winder, Market Street: Mr. Winder commented on snow removal.
10. Mr. Steve Johnson, Aberdeen Economic Development Director: Mr. Johnson commented on the election process and the Charter.

**LEGISLATIVE SESSION:**

1. Ordinance No. 16-O-01, Adequate Public Facilities (For Introduction)
2. Ordinance No. 16-O-02, Trees and Vegetation (For Introduction)

Both ordinances were postponed until February 22, 2016.

**BUSINESS OF THE CITY:**

1. Unfinished Business
  - a. Council Rules of Procedure – The Council Rules of Procedures were postponed until the Council seat vacancy was filled.
2. New Business
  - a. Nomination for Council Vacancy

Mayor McGrady nominated Mr. Jason Kolligs to fill the vacant Council seat.

**The motion failed with a vote of 1 – yes, 3 – no, 0- abstain, 1 – vacant.**

Ayes: Mayor McGrady.

Nays: Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor.

Vacancy: One seat.

The Council members explained their reasons for their votes.

3. Business from Director of Planning & Community Development

Ms. Grover announced the Planning Commission Meeting on February 10, 2016. A Community Development Block Grant Funds second hearing and a Resolution for the Greater Aberdeen-Havre de Grace Enterprise Zone Renewal were scheduled for the February 22, 2016 Council Meeting.

4. Business from Chief of Police

The Chief reported on weather- related, emergency matters handled by the police.

5. Business from Director of Finance

a. FFY 2015 Audit Report Summary

Mr. Jack made the following report on the City's audited financial statements for fiscal year 2015.

"The financial statements for the fiscal year ended June 30, 2015 were audited by the independent accounting firm, RSM US, LLP. The City received an unqualified opinion on the financial statements.

Overall, the financial position of the City improved over the prior fiscal year. The General Fund had a budgetary surplus of \$1.96 million. Most of the surplus came from property and income tax revenues, APG management fees, and savings in salaries and benefits.

The Water Fund posted net income of \$684 thousand before capital grants and transfers. The Sewer and Stadium Funds posted net losses of \$130 thousand and \$98 thousand, respectively. However, the Sewer Fund realized a profit of \$686 thousand with capital grants and transfer-in, and the Stadium Fund posted a profit of \$190 thousand with transfer-in.

The City's long-term liabilities decreased by \$2.9 million to \$26.6 million.

The City's net position increased by \$4.7 million to \$72.6 million. Net position is the difference between total assets and total liabilities. This increase is primarily due to tax revenues, charges for services, and capital grants.

The fund balance for the City's governmental funds (General, Capital Projects, and Special Funds) was \$10.6 million. Fund balance is the difference between the assets and liabilities of a governmental fund. About \$9.3 million of the \$10.6 million is unassigned and can be used to support the general government's operating needs.

In the governmental funds, revenues increased by \$500 thousand compared to prior year. Expenses decreased by \$1.5 million primarily due to the effect of recording the cumulative effect of the adoption of Governmental Accounting Standards Board (GASB) Statement No. 68 to 2014 expenses in the amount of \$1.2 million. GASB Statement No. 68 is a new accounting and financial reporting requirement for pensions. There were no other significant line item fluctuations compared to 2014.

In the enterprise funds, capital grants and contributions decreased by \$1.1 million from the prior year due to decreased state funding for the upgrades to the waste water treatment plant. Expenses increased by \$116 thousand mainly due to an increase of \$238 thousand of depreciation expense reported in the Sewer Fund.

Finally, it is worth noting that the City's Net Position has steadily increased since 2006. The trend in net position may be a useful indicator of whether the financial position or condition of the City is improving or weakening. The trend indicates that the City's financial position is strong and continues to improve." Council discussion followed.

#### 6. Business from Director of Public Works

##### a. Vehicle Surplus

A motion was made by Councilwoman Landbeck and seconded by Councilman Taylor to approve Unit #55, 2008 DR Leaf Vac and Unit #101, 2000 Ford Ranger Pickup as surplus.

**The motion was passed with a vote of 4 – yes, 0 – no, 0 – abstain, 1 – vacant.**

Ayes: Mayor McGrady, Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor.  
Nays: None.  
Abstain: None.  
Vacancy: One seat.

##### b. Senior Center Sole Source Contract for Window Repair

A motion was made by Councilman Lindecamp and seconded by Councilwoman Landbeck to approve a Sole Source Contract for Window Repair at the Aberdeen Senior Center.

**The motion was passed with a vote of 4 – yes, 0 – no, 0 – abstain, 1 – vacant.**

Ayes: Mayor McGrady, Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor.  
Nays: None.  
Abstain: None.

Vacancy: One seat.

c. Budget Amendment, Senior Center Window Repair

A motion was made by Councilwoman Landbeck and seconded by Councilman Lindecamp to approve a Budget Amendment in the amount of \$70,693.00 from General Fund Balance for a Contract for the Aberdeen Senior Center Window Repair.

**The motion was passed with a vote of 4 – yes, 0 – no, 0 – abstain, 1 – vacant.**

Ayes: Mayor McGrady, Councilwoman Landbeck, Councilman Lindecamp, and Councilman Taylor.

Nays: None.

Abstain: None.

Vacancy: One seat.

Mr. Torster provided updates on DPW matters and the blizzard snow removal.

7. Business from City Manager – None.

*(Note: Mr. Douglas R. Miller resigned from the City of Aberdeen to take the City Manager position for the Town of Ocean City, Maryland. His last day was February 7, 2016.)*

**PUBLIC COMMENT:**

1. Ms. Barbara Osborn Kreamer: Ms. Kreamer discussed the City website, offered suggestions for the Council vacancy, and a Charter Amendment clause.
2. Mr. Frederick Sussman, Esq., City Attorney: Mr. Sussman discussed that there were two ways to change the Charter: state law or by petition of 20% of registered voters submitted to Council for a ballot by referendum.
3. Former Councilwoman Ruth Ann Young, Doris Circle: Councilwoman Young commented on the need for a City Manager and asked about the creation of a Transition Team.
4. Ms. Carol Bruce, Oak Street: Ms. Bruce discussed snow removal issues.
5. Mr. Steve Johnson, Aberdeen Economic Development Director: Mr. Johnson discussed the transit oriented development (TOD) area and job creation.

**BUSINESS OF COUNCIL:**

1. Business from the City Council  
The Council discussed the recent snow storm and the importance of the TOD. They also discussed their concerns on the City Manager job search, the interim City Manager matter, the Council seat vacancy process, and Charter Amendment matters.
2. Business from the Mayor  
The Mayor addressed the Charter/Code concerns and his plan to fill the City Manager vacancy with the help of a Commission. He also stated his intent to create a Charter Review

Commission. The Mayor reported on his future meetings, crosswalk matters, construction and development projects.

**ANNOUNCEMENTS:**

Planning Commission Meeting: Wednesday, February 10, 2016, 7:00 p.m.

Council Meeting: Monday, February 22, 2016, 7:00 p.m.

**ADJOURNMENT:**

Being no further business, the meeting was adjourned at 9:55 p.m.