

Town Council of Centreville

December 7, 2023

7:00 p.m.

MINUTES

The December 7, 2023, Town Council meeting was called to order at 7:00 p.m. by President Ashley H. Kaiser at the Liberty Building located at 107 N. Liberty Street, 2nd floor meeting room. The following members and staff were present: Ashley H. Kaiser, President; Eric B. Johnson, Jr., Vice President; Daniel B. Worth, Jim A. Beauchamp, and Jeffrey D. Kiel, Members; Carolyn M. Brinkley, A/Town Manager; Sharon VanEmburch, Town Attorney; Chief Robert Hobbs and Lt. Charles Larrimore, Centreville Police Department; Tonya Wright, Finance Specialist; Krystel Ebaugh, Human Resources Manager; and Betty Jean Hall, A/Town Clerk.

- Following the Pledge of Allegiance, Mr. Worth made a motion to approve the November 16, 2023, meeting minutes, as presented. Mr. Kiel seconded the motion, which passed with 4 ayes and 1 abstention.

Closed Session Statement

(i) The Town Council met in closed session on Thursday, December 7, 2023, at 5:35 p.m. at the Liberty Building, 107 N. Liberty Street, 2nd floor meeting room to meet with personnel and discuss investigative proceedings in accordance with the Maryland Open Meetings Act. (ii) Five members of the Town Council voted to close the session. (iii) The authority to close the session is found in Section 3-305 of the General Provisions Article.

(iv) The Town Council discussed the following topics:

- Personnel – discussed communication performance with several employees.
- Discuss investigative proceeding – discussed status of criminal investigation.

Actions: No actions taken.

The following members and staff were present: Ashley H. Kaiser, President; Eric B. Johnson, Jr., Vice President; Daniel B. Worth, Jim A. Beauchamp and Jeffrey D. Kiel, Members; Carolyn M. Brinkley, A/Town Manager; Sharon VanEmburch, Town Attorney; Chief Robert Hobbs, Lt. Charles Larrimore and Sgt. Darnell Foster, Centreville Police Department.

The meeting was adjourned at 6:42 p.m.

Appearances

- a. Billy Mitchell Award Proclamation – 2nd Lt. Nathan Mellinger
 - Mr. Johnson provided the Billy Mitchell Award Proclamation to 2nd Lt. Nathan Mellinger of Centreville.

Citizens Comments

No citizens offered comments.

Old Business

- a. Installation of Crosswalks – Council President
 - Ms. Kaiser stated using Highway User Revenues the crosswalks approved at a previous meeting have been completed at the intersections of Little Kidwell Avenue, Green Street and Providence Lane. The extension of Little Kidwell Avenue was expected to open the following day.

New Business

- a. Resolution 12-2023 – School Zone Speed Limit Reduction – Council President
 - Ms. Kaiser stated State law does allow for the lowering of speed limits in school zones on Town streets only during school operating hours. This gives the Town the ability to lower the speed limits for Centreville and Kennard Elementary schools to 15 miles per hour during school hours.
 - Mr. Johnson made a motion to approve Resolution 12-2023 to reduce the speed limit in specified school zones to 15 miles per hour during specified school hours. Mr. Worth seconded the motion, which passed unanimously.

Council Member	Yes	No	Abstain	Absent
Council Member Beauchamp	X			
Vice President Johnson	X			

President Kaiser	X			
Council Member Worth	X			
Council Member Kiel	X			

b. Lead & Copper Inventory Grant & 120 Water Comprehensive Digital Solution Program – Council Member Kiel

- Ms. Wright presented the following memo:

I am seeking approval from the Town Council to apply for the Lead and Copper Line Inventory Grant and Comprehensive Digital Solution Program funding by 120Water. We applied for this grant last year but unfortunately, were not approved for funding. The Federal Government has mandated compliance with the Lead and Copper Line Inventory by October 2024. The grant application will open in December, and we are working hard to improve our score this year to increase our chances of securing the necessary funds.

To provide clarity, I have attached an estimated budget and information about the 120Water program. It's important to note that the number of homes that could have Lead and Copper piping is not confirmed until we begin the inventory process. Therefore, the current pricing and budget are estimated possibilities of the cost. There is a double-edged sword for funding, as the mandated inventory process may need to be funded by the Town of Centreville if we do not receive the grant funding.

- By consensus, the Town Council approved the request to apply for the grant and funding.

c. Holiday Committee Update – Council Vice President

- Mr. Johnson presented a slideshow giving an update on the Festivities and Beautification Committee's achievements and upcoming holiday events.

Key Projects

Projects: Comprehensive Calendar

1. Comprehensive Community-Wide Holiday Calendar
2. Enhanced and Utilized Santa House
3. House Decorating Contest
4. Town Menorah and Hannukah Celebration
5. Festival of Lights and Music
6. More/Better Holiday Decorations
7. Town-Wide Theme: Heroes

SUN	MON	TUE	WED	THU	FRI	SAT
	Nov 26	27	28	29	30	Dec 01
02						
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23

Projects: Enhanced and Utilized Santa House

Projects: House Decorating Contest



UPDATE:
Santa Clause will be available tomorrow/Friday (evening of the parade) from 4-8 pm

2023 VISITS WITH SANTA CLAUS
Saturday, December 2nd from 12-2 pm
Friday, December 2nd from 4-8 pm
Saturday, December 16th from 12-2 pm
Saturday, December 23rd from 12-2 pm

Santa House | Downtown Centreville, MD
At the Center of Broadway & Commerce Street

Sponsored by
The Centreville Festivities and Beautification Team
CDBG (Centreville Beautifying for Tomorrow's Development Program)

2023 Centreville House Decorating Contest

- Decorating: Dec 1st – 14th
- Top 10 Identified: Dec 15th
- Winners Announced: Dec 22nd

You must register to participate! Please email:
Janice Johnson (janicejohnson2023@photos.com)
at Martha Ambrose (marthambrose2023@gmail.com)

• Top 10 finalists will be selected from the 100+ submissions by Dec 14th

Projects: Festival of Lights and Music

Projects: More/Better Decorations

Historic Downtown Centreville
2023 Festival of Lights and Music
Wed, Nov 29th through Sun, Dec 3rd

Performances Each Night at 7 pm at the old Courthouse:

- Nov 29th – Veterans Glee Club, Bethel AME Church, and the Chesapeake Youth Community Chorus
- Nov 30th – Charles Thomas
- Dec 1st – Kevin Amos and Charles Thomas
- Dec 2nd – Joe Carter and Charles Thomas
- Dec 3rd – Justin Singleton



Southern Entrance to Centreville on 213 (just prior to)



Northern Entrance to Centreville on 213 (at)

Projects: Town-Wide Theme - Heroes

Projects: More/Better Decorations



- Mr. Johnson recognized Acting Town Manager, Carolyn Brinkley, and Acting Public Works Director, Gary Phillips, for their assistance with all the holiday preparations.
- Ms. Kaiser added the lighting of the menorah event will take place on Saturday, December 9.

Correspondence

Ms. Brinkley stated the Council received an invitation to attend the Goodwill Volunteer Fire Company Recognition and Awards Banquet on January 6 and requested RSVPs be sent to her by December 15.

Reports of Boards and Commissions

- Maryland Municipal League
 - Mr. Beauchamp stated the only update was forwarded to the Council by email from Ms. Brinkley earlier in the day in regards to more transportation funding.
- Council of Governments
 - Mr. Kiel stated the next meeting of the Council of Governments will be held in January with the topic being the tax differential.
- Economic Development
 - Mr. Johnson stated Pat Fox, a resident of Symphony Village and member of the Centreville Planning Commission, has joined the Queen Anne's County Economic Development Commission and is doing a great job. Centreville Reaching for Economic Development Enterprise (CREDE) now has a non-profit status and will be forming a board in January.
- Park Advisory Board
 - Ms. Kaiser had nothing to report.
- Planning Commission
 - Mr. Worth stated the Planning Commission met the previous evening at a work session to finish work on the Comprehensive Plan. A public hearing will be held by the Town Council on December 14th.

Reports of Department Heads

- Town Manager
 - Ms. Brinkley reported the following:
 - Town of Centreville appeared at a public hearing of the Queen Anne's County Commissioners to requesting an amendment to the County's Comprehensive Water and Sewer Plan.
 - Sewer plant upgrade information along with the letter that was sent to the County Commissioners is being posted to the Town's website.
 - Ms. Brinkley met with representatives of the American Red Cross to discuss their outreach and would like them to present at a meeting of the Town Council in March 2024.
 - The Christmas Parade will take place on Friday, December 8, beginning at 6:30.
- Human Resources Manager
 - Ms. Ebaugh presented a draft memo to the Council regarding membership to the YMCA for Town employees.
 - Ms. Ebaugh discussed employee assistance programs with the Town Council.
- Chief of Police
 - In response to community inquiries about a narcotics and/or bomb detection K-9 within our community, Chief Hobbs stated Centreville Police Department is currently looking into reestablishing a narcotics/tracking K-9 within the department that can be used within the community and by allied agencies. This will hopefully occur within the next few months.

- Chief Hobbs stated on Rt. 304 in the area of the Queen Anne’s County High School the speed limit signs have been replaced by the State Highway Administration with the help of Sheriff Gary Hofman.

d. Town Attorney

- A memo regarding sidewalks was sent via e-mail. Ms. VanEmburch needs feedback to move forward with drafting the ordinance.

Citizen Comments:

No citizens offered comments.

Council Roundtable

- Mr. Kiel commended the patch work being done to Town streets and requested information or action into cleaning and/or painting the water tower on Comet Drive.
- Mr. Beauchamp had nothing to report.
- Mr. Worth encouraged members of Council to attend the County Commissioners Open House on December 12.
- Mr. Johnson reported shirts have been received for the Community Patrol. Three volunteers will be launching their presence during the Christmas Parade at the Circuit Courthouse.
- Ms. Kaiser discussed the Centreville Christmas Parade and the public’s reaction to the initial cancellation and rain date.

Motion to Adjourn

There being no further business, Mr. Johnson made a motion to adjourn the December 7, 2023, meeting. Mr. Kiel seconded the motion. The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Betty Jean Hall

Betty Jean Hall
A/Town Clerk

Council Action Items:

1. Approved the November 16, 2023, meeting minutes.
2. Approved Resolution 12-2023 to lower the speed limit to 15 mph during school hours on Little Kidwell Avenue from Commerce Street to Green Street.
3. Reached a consensus to allow application for the Lead and Copper Line Inventory Grant and Comprehensive Digital Solution Program funding by 120Water.