

Town Council of Centreville
February 15, 2024
7:00 p.m.

MINUTES

The February 15, 2024 Town Council meeting was called to order at 7:00 p.m. by President Ashley H. Kaiser at the Liberty Building located at 107 North Liberty Street, 2nd floor meeting room. The following members and staff were present: Ashley H. Kaiser, President; Jim A. Beauchamp, Daniel B. Worth, and Jeffrey D. Kiel, Members; Carolyn M. Brinkley, Town Manager; Sharon VanEmburch, Town Attorney; Krystal Ebaugh, Human Resources Manager; Karen Luffman, Finance Officer; and Gaye Adams, Town Clerk.

- Following the Pledge of Allegiance, Mr. Kiel made a motion to approve the February 1, 2024 meeting minutes, as presented. Mr. Beauchamp seconded the motion, which passed unanimously.

Closed Session Statement

(i) The Town Council met in closed session on Thursday, 15, 2024 at 6:16 p.m. to discuss Personnel, Potential litigation and Investigative proceedings regarding criminal in accordance with the Maryland Open Meetings Act. (ii) Four 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 a matter involving an investigation of an employee.
- Potential Litigation – discussed potential legal action.
- Investigative proceedings regarding criminal conduct – discussed an ongoing criminal investigation.

The following members and staff were present: Ashley H. Kaiser, President; Daniel B. Worth, Jim A. Beauchamp and Jeffrey D. Kiel, Members; Sharon VanEmburch, Town Attorney; Carolyn Brinkley, Town Manager; Gaye Adams, Town Clerk and Chief Robert Hobbs, Centreville Police Department.

The meeting was adjourned at 6:44 p.m.

Citizens Comments

No citizens offered comments.

Appearances

- a. Staff Introduction
 - Ms. Brinkley introduced the new Town Clerk, Gaye Adams. Ms. Kaiser thanked Betty Jean Hall for all her work as Acting Town Clerk.
- b. Raymond Aaron, President, Goodwill Fire Company
 - Mr. Aaron updated the Council on all the items in the works currently with the fire department and he thanked the Council for all their support.
 - i. New Ambulance
 - ii. Stock and supply Ambulances.

- iii. Pay staff during the day to supplement the County.
- iv. Creating a gym on the second floor of the Firehouse to support the Health and Safety of the volunteers.
- v. HVAC updates to move lines from underground to the roof.

Old Business

- a. Ordinance 01-2024 – Purchase of Map 44C, Parcel 1086
 - Ms. Kaiser presented the second reading Ordinance 01-2024 stating it is related to purchasing land from Maryland State Highway Administration using primarily Program Open Space Funds. This is the land across from Millstream Park, near Citgo.
 - A public hearing on Ordinance 01-2024 will be held on March 7.

New Business

- a. Resolution 05-2024-Nuisance Flood Plan
 - Mrs. Brinkley introduced Resolution 05-2024 for the purpose of participation in the 2019-2024 Queen Anne’s County Nuisance and Urban Flood Plan which is an appendix to Queen Anne’s County’s Hazard Mitigation Plan that was adopted by the Council in 2019.
 - Mr. Beauchamp made a motion to approve Resolution 05-2024 2019-2024 Nuisance and Urban Flood Plan, which is Appendix H to the Queen Anne’s County Multijurisdictional Hazard Mitigation Plan as presented. Mr. Worth seconded the motion, which passed unanimously.
- b. Waiver Request of Chapter 7, Article I, Section 7-2.A.
 - Ms. Carol D’Agostino, Centreville Main Street Manager introduced the Waiver in accordance with 2024 Drink Maryland a Maryland makers event on June 15, 2024 from noon-5pm.
 - Mr. Worth made a motion to approve and waive Chapter 7, Article I, Section 7-2.A. as presented. Mr. Kiel seconded the motion, which passed unanimously.

Reports of Boards and Commissions

- a. Maryland Municipal League
 - Mr. Beauchamp had nothing to report.
- b. Council of Governments
 - Mr. Kiel stated there was nothing new to report. The next meeting is scheduled for March 13th.
- c. Park Advisory Board
 - Ms. Kaiser stated that a request for proposal for the Parks Master Plan for Mill Stream Park and Mill Stream Park II will be advertised to receive quotes to determine an amount for the Council’s consideration for the FY25 budget.
- d. Planning Commission
 - Mr. Worth reported the next meeting will be February 21, 2024.

Reports Department Heads

- a. Town Manager
 - Reminder Town Dinner March 9th American Legion 6-9pm

- The bid opening for tilling the Town's water reuse farm is scheduled for February 16, 2024.

Citizen Comments

No citizens offered comments.

Council Roundtable

Nothing at this time.

Motion to Adjourn- Mr. Beauchamp made a motion to adjourn the February 15, 2024 Town Council meeting. The meeting adjourned at 7:25pm

Respectfully submitted,

R. Gaye Adams
Town Clerk

Council Action Items:

1. Approved the meeting minutes of February 1, 2024.
2. Approved Resolution 05-2024 for the purpose of participation of the Town of Centreville in the 2019-2024 Queen Anne's County Nuisance and Urban Flood Plan.
3. Approved the waiver of Chapter 7, Article I, Section 7-2.A. for Saturday, June 15, 2024 for the 2024 Drink Maryland: Centreville event.