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AGENDA

**CITY OF WESTMINSTER
Mayor and Common Council Meeting
Monday, March 14, 2022, at 7:00 p.m.
City Hall, 1838 Emerald Hill Lane, Westminster, MD 21157
[City YouTube Channel Link](#)**

1. CALL TO ORDER

2. APPROVAL OF MINUTES

A) Mayor and Common Council Meeting of February 28, 2022

3. PRESENTATIONS

A) Local Government Insurance Trust (LGIT) Health Aggregate Report – Mr. Tim Ailsworth

4. REPORT FROM THE MAYOR

5. REPORTS FROM STANDING COMMITTEES

A) Arts Council

B) Economic and Community Development Committee

C) Finance Committee

D) Personnel Committee

E) Public Safety Committee

F) Public Works Committee

G) Recreation and Parks Committee

H) Technology Committee

6. COUNCIL COMMENTS AND DISCUSSION

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. DEPARTMENTAL REPORTS

10. CITIZEN COMMENTS

11. ADJOURNMENT

MINUTES

CITY OF WESTMINSTER
Mayor and Common Council Meeting
February 28, 2022, at 7:00 p.m.
1838 Emerald Hill Lane, Westminster, MD 21157
[YouTube Channel Link](#)

CALL TO ORDER

Elected Officials Present: Mayor Becker, Councilmember Chiavacci, Councilmember Dayhoff, Councilmember Gilbert, Councilmember Hoff, and Council President Pecoraro.

Staff Present: City Clerk Barber, Director of Housing Services Brown, Director of Community Planning and Development Depo, Director of Public Works Department Glass, Director of Recreation and Parks Gruber, City Administrator Imhulse, Chief of Police Ledwell, and City Attorney Levan.

PLEDGE OF ALLIGIANCE AND MOMENT OF SILENCE

President Pecoraro led the Pledge of Allegiance and a moment of silence.

STATEMENT FOR THE RECORD – CLOSED MEETING OF MONDAY, FEBRUARY 14, 2022:

In accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of Maryland, without objection the meeting minutes will reflect that Common Council met in a Closed Meeting on Monday, February 14, 2022, at 8:08 p.m. pursuant to General Provision Art., Section 3-305(b)(10) to discuss public security, if the public body determines that public discussion would constitute a risk to the public or public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans (Public Safety Update).

Motion by Councilmember Chiavacci, seconded by Councilmember Hoff.

Vote to Close Meeting:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Chiavacci	Yes			
Mr. Dayhoff	Yes			
Mr. Hoff	Yes			
Ms. Gilbert	Yes			
Mr. Pecoraro				
Dr. Becker				

The following staff members were in attendance: City Clerk Barber, City Administrator Imhulse, and Chief Ledwell (until 8:15 p.m.) The Common Council took no action during the meeting. The Closed Meeting adjourned at 8:27 p.m.

APPROVAL OF MINUTES

Councilmember Dayhoff motioned, seconded by Councilmember Hoff, to approve the following meeting minutes: Council Closed Meeting of December 13, 2021; Closed Meeting of January 24, 2022; Mayor's Community Meeting Minutes of February 7, 2022; Special Meeting of February 9, 2022; Closed Meeting of February 9, 2022; Council Meeting of February 14, 2022; and, Closed Meeting of February 14, 2022.

VOTE

AYES: Councilmember Chiavacci, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Hoff.

NAYS: None.

CONSENT CALENDAR

Councilmember Dayhoff motioned, seconded by Councilmember Chiavacci, to approve the Consent Calendar, which consisted of the following: A) Approval of the January 2021 Departmental Operating Reports; B) Approval of the Stonegate Road Deeds; C) Approval of Maryland Low Income Household Waster Assistance Program (LIHWAP); and, D) Approval of Guyer Brother's Inc. Change Order No. 2 in the deduct amount of \$48,878.40.

VOTE

AYES: Councilmember Chiavacci, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Hoff.

NAYS: None.

REPORT FROM MAYOR

Mayor Becker reported that she and Director of Public Works Glass were filmed for an informational video at the PUREWater Westminster Water Recycling Plant to promote and provided information on PUREWater Westminster. Mayor Becker noted that on Saturday, February 26, she had the pleasure of being a referee for the Carroll County Public Schools Powerlifting Meet. Mayor Becker closed her report by advising that she would be hosting a Community Meeting on Tuesday, March 22, at 5:00 p.m. at the City Administration Building (45 West Main Street) to give an update on the City of Westminster Pool project.

REPORTS FROM STANDING COMMITTEES

There were no reports from the following Standing Committees: Personnel, Recreation and Parks, and Technology.

Councilmember Dayhoff, on behalf of the Arts Council, noted that the upcoming 15th Annual PEEPshow will open Friday, April 8, and continue through Monday, April 18, at TownMall Westminster (400 N. Center Street).

Councilmember Hoff, on behalf of the Economic and Community Development Committee, noted that the committee did not meet in February and the next meeting is scheduled for Thursday, March 17, at 3:30 p.m.

Council President Pecoraro, on behalf of the Finance Committee, noted that the Committee had met on Monday, February 28 with Graham Dodge, MAGIC Executive Director, to discuss the organization's initiatives.

Councilmember Chiavacci, on behalf of the Public Safety Committee, noted that Chief Ledwell has finalized the plans and agenda for the 2022 Chamber of Commerce Leadership Carroll – Justice and Law Day event scheduled for March 8. Councilmember Chiavacci reported that following a spree of thefts from automobiles, the Westminster Police Department (WPD) quickly identified and caught the person involved. Councilmember Chiavacci noted that WPD has received numerous reports of internet- and phone-based scams. Council Chiavacci closed by also noting that shoplifting thefts from "big box" stores in the City has decreased.

Councilmember Chiavacci, on behalf of the Public Works Committee, noted that the Department of Public Works was gearing up for the annual paving projects in the City. Councilmember Chiavacci thanked Public Works staff for watching the weather reports and determining the best course of action for pre-treating roadways prior to any predicted bad weather in the City.

COUNCIL COMMENTS AND DISCUSSION

Councilmember Hoff noted that HB1187 and SB762 (Highway User Revenues – Revenue and Distribution) from the Maryland Municipal League Legislative Committee, in which he serves, will be discussed later in the meeting.

Councilmember Chiavacci noted his excitement for the many upcoming events being hosted by the City of Westminster.

Council President Pecoraro followed up on comments made by Councilmember Chiavacci regarding the upcoming events in the City. He thanked Director Gruber and the department for their work on the events.

Councilmember Gilbert opened by thanking the Carroll County Commissions for their work with the City of Westminster and other municipalities in the County. Councilmember Gilbert noted her attendance at the 2022 State of the County Address held at Carroll Arts Center. Councilmember Gilbert closed by thanking all those working on the legislative committee being organized by Carroll County Chamber of Commerce President Mike McMullin.

Councilmember Dayhoff noted his attendance at the 2022 State of the County Address and that he thanked the Carroll County Commissioners for their work on behalf of the Mayor and Common Council. Councilmember Dayhoff also thanked Councilmember Hoff for his work on the Maryland Municipal League's Legislative Committee.

UNFINISHED BUSINESS

There was no unfinished business to be discussed by the Mayor and Common Council.

NEW BUSINESS

Approval of Contract Carnival Services (Snyder's Attractions) for Fallfest.

Director of Recreation and Parks Gruber provided a briefing to the Common Council regarding the support of moving forward with a contract with Snyder's Attractions for carnival services.

Councilmember Gilbert motioned, seconded by Councilmember Dayhoff to accept the proposal from Snyder's Attractions to provide carnival services for Fallfest, as outlined in their contract for a minimum term of one year, with an option to renew for up to three years and authorize the Mayor's execution of the associated contract.

VOTE

AYES: Councilmember Chiavacci, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Hoff.

NAYS: None.

Discussion of Maryland State Highway User Revenue Bill

Councilmember Hoff provided a briefing to the Common Council regarding HB 1187 and SB762 – Highway User Revenues – Revenue and Distribution.

Councilmember Hoff motioned, seconded by Councilmember Dayhoff to have the Mayor send, on behalf of the City of Westminster Common Council, a letter of support for HB 1187 and SB 762.

VOTE

AYES: Councilmember Chiavacci, Councilmember Dayhoff, Councilmember Gilbert, and Councilmember Hoff.

NAYS: None.

DEPARTMENTAL REPORTS

Westminster Volunteer Fire Department

Councilmember Dayhoff reported that Friday night Bingo games have returned.

Recreation and Parks Department

Director Gruber reported on the final details and highlights for the upcoming Celtic Canter 5K Run and Irish Festival, scheduled for Saturday, March 12. City Administrator Imhulse thanked Director Gruber and her department for the great job they do in provided great events for the City of Westminster.

Housing Department

Director Brown reported that the department is paring down the assistance program applicant list.

Westminster Police Department (WPD)

Chief Ledwell provided an update and overview for the 2022 Chamber of Commerce Leadership Carroll – Justice and Law Day event scheduled for Tuesday, March 8. Chief Ledwell noted that in response to internet and phone-based scam complaints, the department has posted on social media outlets a reminder to all ways to prevent these scams.

City Administrator

City Administrator Imhulse was happy to report that the Department Directors and City staff continue to serve and following cost saving measures, goals, and values outlined in leaner years to provide the best decisions that have the least impact on the budget and have the greatest impact to the residents and the continuity of operations for the City.

CITIZEN COMMENTS

President Pecoraro advised that residents may submit any comments to the following email address: comments@westminstermd.gov. President Pecoraro noted that all emails received would be shared with the Mayor and Common Council. There was no one wishing to address the Mayor and Common Council.

ADJOURNMENT

President Pecoraro announced that the next meeting would be on March 14. He adjourned the meeting at 7:48 p.m.

Respectfully Submitted,

Douglass A. Barber, MMC
City Clerk

Full audio version is available on www.westminstermd.gov

Adopted by the City of Westminster Common Council on _____.