



November 29, 2011  
Work Session  
Mayor and Council  
Town of Ocean City

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In attendance: Mayor/Interim City Manager Rick Meehan, Council President James S. Hall, Council Secretary Lloyd Martin, Council Members Margaret Pillas, Mary Knight, Doug Cymek, Joe Hall and Brent Ashley, City Solicitor Guy Ayres, Interim City Clerk Wayne Pryor, Executive Office Assistant Diana Chavis, City Engineer Terry McGean, Public Works Director Hal Adkins, Finance Administrator Martha Bennett, Members of the Press and Interested Parties.

Council President Jim Hall called this Work Session to order at 11:00 a.m., in the Council Chambers of City Hall, 301 Baltimore Avenue, Ocean City, Maryland 21842; then, **Council Member Cymek moved to convene into closed session to: (1) discuss the appointment, employment, assignment, removal or resignation of appointees, employees or officials over whom it has jurisdiction, or, any other personnel matter that affects one or more specific individuals; (2) consult with counsel to obtain legal advice; discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal if public discussion or disclosure adversely impacts the public body's ability to competitively bid or make proposals; seconded by Council Secretary Martin. The vote was 6-0 with Council Member Pillas absent.**

1. Council President Hall re-opened the meeting at 1:00 p.m. and reported that personnel, legal and contractual matters were discussed in the closed session. Persons present were Mayor & Interim City Manager Richard Meehan; Council President Jim Hall, Council Secretary Lloyd Martin; Council Members Doug Cymek; Joe Hall, Mary Knight, Margaret Pillas and Brent Ashley; City Solicitor Guy Ayres; Public Works Director Hal Adkins; Public Works Chief Deputy Director Jim Parsons; Worcester County Department of Environmental Programs Director Bob Mitchell; Worcester County Department of Development Review and Permitting Ed Tudor; Worcester County Public Works Deputy Director John Ross; City Engineer Terence McGean; Human Resource Director Wayne Evans; Interim City Clerk/Grants Coordinator, Wayne Pryor and Executive Office Associate Diana Chavis. **Council Member Knight moved to close the Executive Session; seconded by Council Secretary Martin. The vote was unanimous.**

2. Bid Opening

Rehabilitation of Runway 2-20 to Relocate Taxiway "B"

Bidder	Alternate A	Alternate B
Rifenburg Construction	\$2,557,447.50	\$2,411,887.50
George & Lynch, Inc.	\$2,405,438.30	\$2,280,468.30
American Paving Corporation	\$2,627,922.00	\$2,490,130.00

**Council Member Knight moved to acknowledge the apparent lowest bid from George & Lynch, Inc. with remand to Staff for review; seconded by Council Member Pillas. The vote was unanimous.**

3. **Request to Renew Annual Lions Club Lease**  
Presented by: Hal Adkins, Public Works Director  
**Council Member Joe Hall moved to renew the annual Lions Club lease; seconded by Council Member Ashley. The vote was unanimous.**
  
4. **Review and Approval of Changes to Policy and Procedure Manual – PPM 600-1 Snow Removal Policy** Presented by: Hal Adkins, Public Works Director  
**Council Member Joe Hall moved to approve PPM 600-1 as presented; seconded by Council Member Ashley. The vote was unanimous.**
  
5. **Discussion on Annual Street Improvement Program Funding Options**  
Presented by: Hal Adkins, Public Works Director; Martha Bennett, Finance Administrator; Jennie Knapp, Budget Manager and Terence McGean, City Engineer  
***Please see Attachment A for Director Adkins' detailed presentation.***  
Council President Jim Hall asked the presenting Staff Members to develop bond and deployment scenarios for the Street Improvement Program. Also, he asked City Engineer Terry McGean to identify and report on feasible metered parking locations with revenue estimates.
  
6. **Discussion of Absentee Ballot Voting Process**  
Presented by: Kelly Allmond, Deputy City Clerk  
Deputy City Clerk Kelly Allmond advised the Council that the Town Code requires absentee voters to state, under oath, the circumstance which prevents their attendance to the polls on election day. She said that the State of Maryland adopted a No Excuse Policy which, in effect, allows all voters to vote by absentee ballot. Further, Council Member Pillas suggested eliminating the emergency ballot process and allow any voter to vote by absentee ballot up to election day.  
  
**Council Member Ashley moved to adopt the “No Excuse” Policy and eliminate the emergency ballot process; seconded by Council Member Pillas.** The motion was withdrawn for further discussion in an upcoming work session.
  
7. **Overview of Deferred Retirement Option Program (DROP) (see Attachment B)**  
Presented by: Martha Bennett, Finance Administrator  
  
**Council Secretary Martin moved to adjourn; seconded by Council Member Pillas. The vote was 6-0 with Council Member Ashley out of the room.**