MAYOR	COUNCIL
Brian K. Grim	Seth D. Bernard
	David Caporale
CITY ADMINISTRATOR	Richard J. "Rock" Cioni
Jeff Rhodes	Eugene T. Frazier
CITY SOLICITOR	**CITY CLERK**
Michael Scott Cohen	Marjorie A. Woodring

AGENDA

Mayor and City Council of Cumberland
City Hall Council Chambers
Room 212
6:15 P.M.

DATE 10/17/2017

***Pledge of Allegiance**

I. ROLL CALL

II. DIRECTOR'S REPORT

(A) Police
1. Police Department monthly report for September, 2017

(B) Fire
1. Fire Department monthly report for September, 2017

(C) Administrative Services
1. Administrative Services monthly report for August, 2017.

(D) Public Works
1. Utilities Division monthly report for September, 2017

III. APPROVAL OF MINUTES

(A) Routine
1. Approval of the Regular Session Minutes of September 5 and 19, 2017 and the Work Session Minutes of September 19, 2017

(B) Administrative / Executive
1. Approval of the Closed Session Minutes of September 5 and 19, 2017

IV. NEW BUSINESS

(A) Orders (Consent Agenda)

1. Order authorizing the Chief of Police to enter into a Memorandum of Understanding with the Allegany County Health Department to conduct six drug interdiction events between now and June 1, 2018 in an attempt to reduce the illicit supply of opioids in Cumberland; $10,000 in police overtime money has been appropriated by the Allegany County Health Department for this initiative

2. Order approving the sole source joint proposal from the WVU Land Use & Sustainable Development Law Clinic and Downstream Strategies to develop a Blight Action Plan for the City for the amount not to exceed $31,214

3. Order authorizing the execution of Change Order No. 1 to the existing contract with Leonard S. Fiore, Inc. for the CSO Storage Project at the WWTP - Phase 1, to add 42 days to the contract.

4. Order authorizing the execution of Change Order No. 2 to the current contract with Leonard S. Fiore on the CSO Storage Phase I at the WWTP (Project No. 01-10-WWTP) for the increased amount of $16,582.53, bringing the total contract price to $26,432,922.53. This Change Order is contingent upon approval from MDE.

5. Order appointing Kathleen Breighner and Terri Layton to the Human Resources Commission effective 10/1/17 - 10/1/20; Ben Wolters to the Planning & Zoning Commission effective 10/1/17 - 10/1/22; Dennis Bittinger to the Shade Tree Commission effective 10/1/17 - 10/1/21; and Charles Taylor, Jr. to the Zoning Board of Appeals effective 10/1/17 - 10/1/20

6. Order declaring certain computer equipment to be surplus and authorized for disposal

7. Order authorizing the sole-source purchase of root control services for the Sewer Department from Duke's Root Control, Inc. in the amount of $49,951.23

8. Order appointing J. Matthew Gilmore, Raymond Morriss, Mary Beth Pirolozzi, Dale Sams, and John R. Smyth, Jr. to the Citizen Advisory Commission on Salaries and Benefits effective October 17, 2017

(B) Letters, Petitions

1. Letter from Police Chief Charles Hinnant advising that a public information session will be held Wednesday, November 1, 2017 at 5:30 p.m. at the Cumberland City Hall Council Room, 57 N. Liberty Street, Cumberland, MD 21502, as part of the on-site assessment requirements for the Cumberland Police Department's program to obtain CALEA Accreditation Status. During this meeting, individuals wishing to comment on the CPD's ability to comply with CALEA standards will be provided an opportunity to speak.

V. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

VI. ADJOURNMENT

Regular Council Agenda
October 17, 2017

Description
Police Department monthly report for September, 2017

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

City of Cumberland Department of Police

Monthly Report

September 2017

Item # 1

City of Cumberland Department of Police

Monthly Report

September 2017

Part 1 Crimes for the Month

	2016	2017		2016	2017		2016	2017		2016	2017
Aggravated Assaults	9	2	B & E (All)	14	12	Murder	0	0	Rape	2	0
Robbery	6	1	Theft - Felony	6	3	Theft - Vehicle	2	1			

Selected Criminal Complaints for the Month

	2016	2017		2016	2017		2016	2017		2016	2017
Theft - Misdemeanor	32	34	Theft - Petty	58	67	Domestic Assaults	30	32	CDS	67	69
Disturbances	205	185	DOP/Vandalism	20	27	Indecent Exposure	1	2	Sex Off - Other	5	1
Suicide	1	0	Suicide - Attmpt.	4	3	Tampering M/V	0	0	Abuse - Child	4	2
Trespassing	26	17	Assault on Police	2	5	Assault Other	56	35			

Selected Miscellenous Incidents for the Month

	2016	2017		2016	2017		2016	2017		2016	2017
Alcohol Volations	7	4	Juvenile Compl.	22	28	Missing Persons	11	12	School Resource	73	93
School Threat	0	1	Sex Off. Regist.	24	12	Truancy	7	10	Death Investigation	9	3

Selected Traffic Incidents for the Month

	2016	2017		2016	2017		2016	2017		2016	2017
DWI	10	12	Hit & Run	33	22	M/V Crash	78	80	Traffic Stop	393	401

Selected Service Calls for the Month

	2016	2017		2016	2017		2016	2017		2016	2017
Alarms	55	54	Assist Motorist	35	31	Check Well-Being	129	111	Foot Patrol	36	37
Assist Other Agency	80	60	Bike Patrol	1	1	Special Events	22	17	Suspicious Activity	89	91

Arrests Totals for the Month

	2016	2017		2016	2017		2016	2017		2016	2017
M/V Citations	71	65	M/V Warnings	320	321	Adult Criminal Arrest	191	173	Juvenile Arrests	18	20

	2016	2017
Total Incidents Reported :	**2,440**	**2,381**

Charles Hinnant - Chief of Police

Item # 1

CUMBERLAND POLICE DEPARTMENT

MONTHLY REPORT

SEPTEMBER 2017

SWORN PERSONNEL: 49 SWORN OFFICERS

Administration	6 officers
Squad 1A	8 officers
Squad 1B	8 officers
Squad 2A	8 officers
Squad 2B	9 officers
C3I/C3IN	5 officers
School Resource	2 officers
Light Duty Administration	1 officer
Academy	3 officers

CIVILIAN EMPLOYEES: 7 full time, 7 part time

CPD Office Associate	1 full time
CPD Records Clerk	1 full time
Safe Streets Coordinator	1 full time*
CPD Crime Analyst	1 full time*
CPD Drug Coordinator	1 full time*
CPD Maintenance	1 part time
C3I Office Associate	1 full time
C3IN Office Associate	1 part time**
C3I Office Associate	1 part time **
MPA Supervisor	1 part time
Parking Meter Supervisor	1 full time
Parking Enforcement	2 part time
MPA Garage Attendants	2 part time
Code Enforcement	2 part time

* = Grant funded ** = Shared costs with other agencies

LEAVE REPORT

VACATION TAKEN: 1168 HOURS YEAR TO DATE (beginning 7/1/17): 2920 HOURS

COMP TIME USED: 127 HOURS YEAR TO DATE (beginning 7/1/17): 599 HOURS

SICK TIME USED: 231 HOURS YEAR TO DATE (beginning 7/1/17): 482 HOURS

OVERTIME REPORT

OVERTIME WORKED: 427 HOURS YEAR TO DATE (beginning 7/1/17): 1161 HOURS

HOSPITAL SECURITY: 176 HOURS YEAR TO DATE (beginning 7/1/17): 481 HOURS

COURT TIME WORKED: 66 HOURS YEAR TO DATE (beginning 7/1/17): 341 HOURS

TRAINING REPORT

59 OFFICERS ATTENDED 19 TRAINING SESSIONS YEAR TO DATE (beginning 7/1/17) 362 HOURS

Regular Council Agenda
October 17, 2017

Description
Fire Department monthly report for September, 2017

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

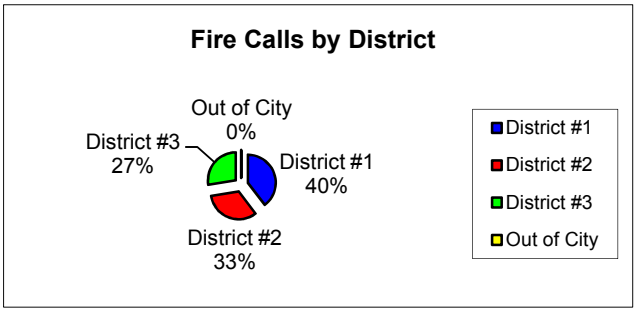
Cover Memo

Item # 2

REPORT OF THE FIRE CHIEF FOR THE MONTH OF SEPTEMBER 2017
Prepared for the Honorable Mayor and City Council and City Administrator

Cumberland Fire Department Responded to 116 Fire Alarms:

Responses by District:	
District #1	46
District #2	38
District #3	32
Out of City	0
	116



Number of Alarms:	
First Alarms Answered	111
Working Alarms Answered	4
Second Alarms Answered	1
	116

Calls Listed Below:	
Property Use:	
Public Assembly	8
Educational	2
Institutional	2
Residential	61
Stores and Offices	7
Basic Industry, Utility	2
Manufacturing	1
Storage	3
Special Properties	29
None	1
	116

Type of Situation:	
Fire or Explosion	11
Overpressure, Rupture	1
Rescue Calls	61
Hazardous Conditions	4
Service Calls	8
Good Intent Calls	12
False Calls	19
	116

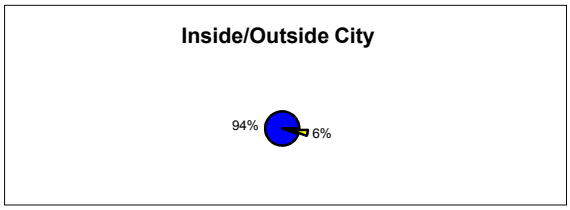
Total Fire Service Fees for Fire Calls Billed by Medical Claim-Aid in September:	$6,590.00
Total Fire Service Fees for Fire Calls Billed by Medical Claim-Aid Fiscal Year to Date:	$9,500.00
Total Fire Service Fees for Fire Calls Paid in September:	$590.00
FY2018 Fire Service Fees Paid in FY2018:	$430.00
Total Fire Services Fees Paid in FY2018:	$1,910.00

Total Service Fees for Inspections and Permits Billed in September:	$50.00
Total Service Fees for Inspections and Permits Paid in September:	$100.00
Total Fire Service Fees for Inspections and Permits Paid Fiscal Year to Date:	$250.00

Item # 2

Cumberland Fire Department Responded to 410 Emergency Medical Calls:

In City Calls	387
Out of City Calls	23
Total	410



Total Ambulance Fees Billed by Medical Claim-Aid	for September, 2017:	$123,578.00
Ambulance Fees Billed Fiscal Year to Date:		$324,411.50

Ambulance Fees Paid:

Revenue Received in September:	$76,808.43
FY2018 Fees Paid in FY2018:	$128,121.70
Total Fees Paid in FY2018:	$270,952.49

(Includes all ambulance fees, previous and current fiscal years, paid in FY2018.)

Cumberland Fire Department provided 9 Paramedic Assist calls:

6	Paramedic Assist Calls within Allegany County
3	Paramedic Assist Calls outside of Allegany County
9	

Cresaptown VFD	5
Mount Savage VFD	1
	6

Fort Ashby, WV VFD	1
Ridgeley, WV VFD	1
Short Gap, WV VFD	1
	9

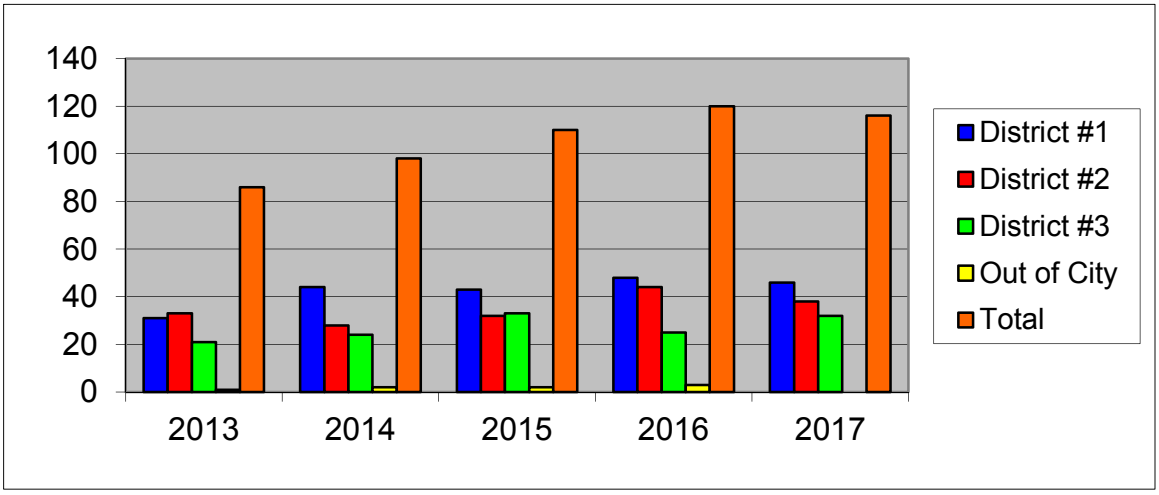
Cumberland Fire Department provided 14 Mutual Aid Calls:

14	Mutual Aid Calls within Allegany County
0	Mutual Aid Calls outside of Allegany County
14	

Bowman's Addition VFD	3
Cresaptown VFD	10
Flintstone VFD	1
	14

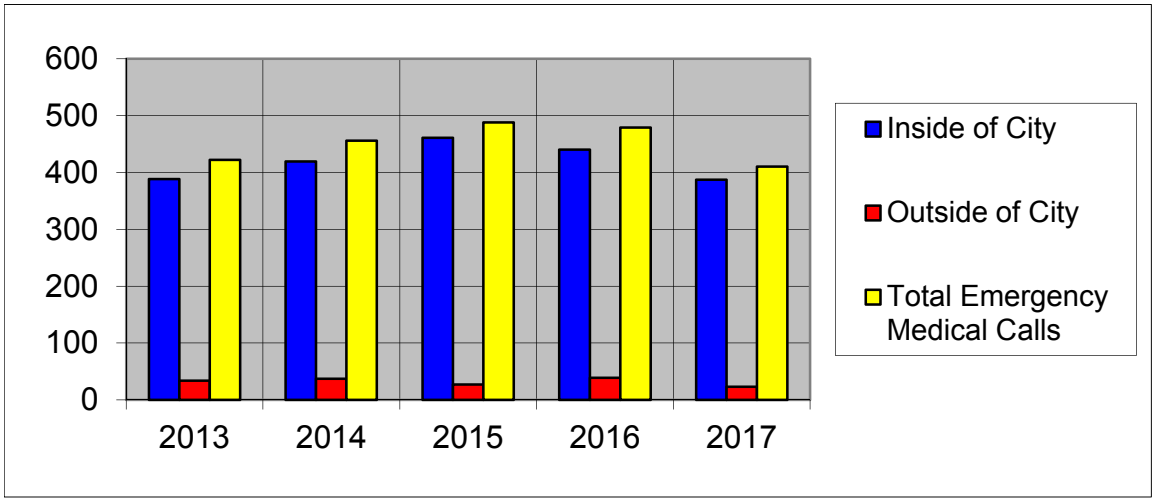
Fire Calls in the Month of September for a Five-Year Period

	2013	2014	2015	2016	2017
District #1	31	44	43	48	46
District #2	33	28	32	44	38
District #3	21	24	33	25	32
Out of City	1	2	2	3	0
Total	86	98	110	120	116



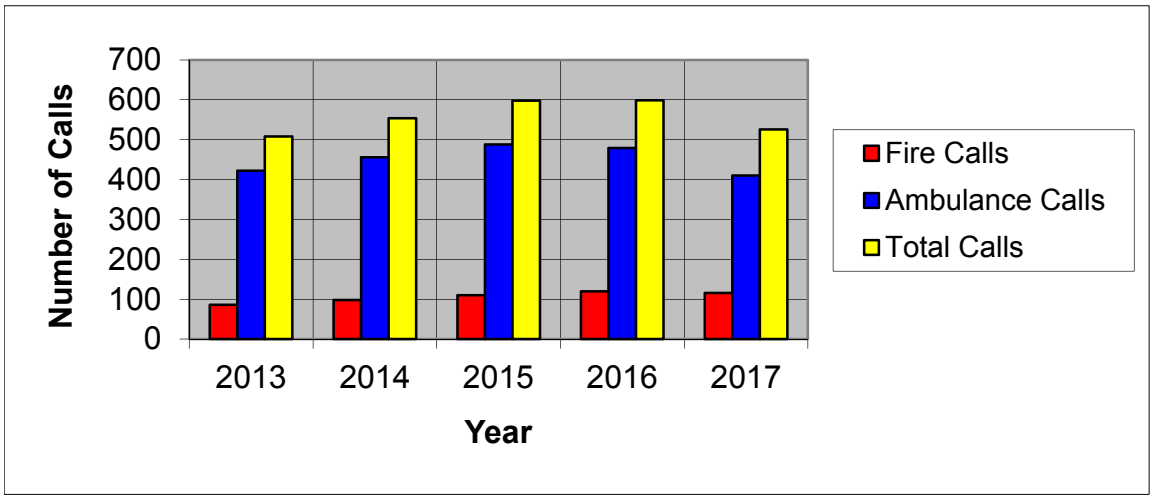
Ambulance Calls in the Month of September for a Five-Year Period

	2013	2014	2015	2016	2017
Inside of City	388	419	461	440	387
Outside of City	34	37	27	39	23
Total Emergency Medical Calls	422	456	488	479	410



Fire and Ambulance Calls in the Month of September for a Five-Year Period

	2013	2014	2015	2016	2017
Fire Calls	86	98	110	120	116
Ambulance Calls	422	456	488	479	410
Total Calls	508	554	598	599	526



Training

Training Man Hours:	284.25
Administrative Policy & Procedures	16.25
Apparatus Check Procedures	33.00
Apparatus Inventory	12.50
SCBA Longevity	22.00
Inservice Inspections	23.50
Drug Box Refresher	2.00
EMT Recertification	10.00
Ambulance Inventory	36.00
Strategic & Tactical Operations	17.75
General Fire Prevention	2.50
Post Incident Review	11.00
Street Location	24.00
Physical Fitness	8.00
NIMS 300	52.00
High Angle Rescue	13.75
	284.25

Fire Prevention Bureau

Complaints Received	0
Conferences Held	66
Correspondence	12
Inspections Performed	6
Investigations Conducted	6
Plan Reviews	8

Personnel

Nothing to report.

Statistics Compiled by Julie A Davis, Fire Administrative Officer

Regular Council Agenda
October 17, 2017

Description
Administrative Services monthly report for August, 2017.

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Administrative Services Monthly Report for August, 2017

October 17, 2017

Honorable Mayor and City Council
City Hall
Cumberland, Maryland 21502

Dear Mayor and City Council Members:

The following report is submitted by the Department of Administrative Services for the month of August, 2017:

Management Information Systems

Management Information Systems reports the following activities for the month of August, 2017:

Statistics

80 completed help desk requests
277 open help desk requests

Activities

Major department initiatives in the past month include:

- Continued working with HR on job applicant tracking program
- Begin working with Novus-Agenda to upgrade electronic agenda system
- Release RFP for Utility Management System
- Assist CPD with security audits
- Add features to Fleet Management system

Parks and Recreation

Movies under the Stars – Saturday August 26, at the Constitution Park Pool – "Back to the Future" attendance: 100
Free swim 6:30 – 8:00 p.m. Prior to the showing of the movie beginning at 8:30 p.m.
Family evening event was well received by the community.

Sunday in the Park Concert series: Four concerts were held at the Park Amphitheater in August – Ricky Howser, Shades of Blues (Blues Brothers Tribute), Shanty Irish, and Not really Dan (Steely Dan Tribute) performed.
Funding for this program is provided by the City of Cumberland, Parks & Recreation.
Pavilion Reservations and usage for the month of August: 36 reservations utilized pavilions, 12 new reservation were made in August
1 rental of the Activities Building
Baseball/ Softball League play and practices for August:
The City of Cumberland provides fields for the following leagues:

Pee Wee Football team – Cardinals – practices, & scrimmage
Girls Softball League – Fall Ball
Braddock Warriors – practices at Jaycee
Church League Softball
Industrial League
Co-ed League
*One Softball tournament was held - August 19 at Flynn, & Northcraft
**Football and Soccer practices began in August at the Mason Complex, & Jaycee fields.

**

Mason Cup – Marble Tournament – Held at Constitution Park Marble Rings August 26 & 27

Constitution Park Pool
The Park pool was closed August 28-September 1 – (Public School opened for the school year.) The Pool will be reopening for Labor Day Weekend, **September 2 - 4**
27 Days of Operation – Regular gate Attendance: 1,367
Total income for the Month of August $ 3,014
YMCA members 660, Y Day Camp participants 278
Other group usage – 224, Attendance from pool passes - 93
2 Pool Parties – Attendance - 86
Swimming lessons are held in conjunction with day camp swimming lessons, Monday – Friday 11-11:45 a.m. 9 Lessons (39 – public participants, 258 - Day Camp participants)
Constitution Park Day Camp
9 Days of Day Camp – Attendance: 582
Daily activities include: Swimming Lesson, Tennis Lessons, Arts & Crafts, Sports, Reading & computers, Dance, Breakfast, Lunch, snack, afternoon swimming, "Fun Friday" Special event day, and Bus transportation (funded by *Department of Social Services*)
Cooperative Extension service provided activities related to nutrition and farming, every Monday - Thursday. Hands on activities – movement and exercise, gardening, games, music and more, directed by Sarah Bernard, from the Extension Office. Age groups 9&10 – 11&12 traveled to the Reinhard Farm in Flintstone MD with Sara & Rachel.
Summer Lunch Program The Parks & Recreation Department serves as sponsor for the **Summer Lunch Program** for Cumberland. Area sites include Constitution Park Day Camp, YMCA Riverside summer program, Baltimore Ave YMCA programs

August meals served – Lunches: 1,035, Snacks: 1,191
Summer Lunch Program 2016 season totals:
Lunches: 5,907, Snacks: 6,382 served
Breakfast at Day Camp –*"Summer Lunch Box"* provided Breakfast for the 9 week day camp participants arriving at camp without eating breakfast. ***Breakfast served: 940***
Seasonal Services: Amusement Park ticket sale, Park pool passes registration and fees for the summer day camp, picnic kits, sport supplies, facilities use requests.
Meetings attended:
Summer Food Service – State review and wrap up – (Friday, August 18 – Meeting)
Field for Kids – Pittsburgh Pirates Charity Grant project – Al Abrams Baseball Field
Soccer Fields – Mason complex field usage
UMD Extension Service – Wrap up of Summer Nutrition Program
Staff Meetings
Upcoming:
Wrap up of summer programs – meetings & clean up
Resume Recreation Advisory Board Meeting – September 11
Planning for fall event.

Community Development

The Community Development Department reports the following activities for the month of August, 2017:

CODE COMPLIANCE

Code Enforcement:

Nuisance & Junk Vehicle Complaints		Property Maintenance Complaints		Building Code Complaints	
Received:	22+	Received:	00	Received:	00
Corrected:	00	Corrected:	00	Corrected:	00

Housing Code Complaints		Zoning Complaints	
Received:	00	Received:	00
Corrected:	00	Corrected	00

Permits, Applications, and Licenses

Building Permits		Residential Rental License		Plan Reviews	
Received	01	Received:	1209	Received:	02
Issued:	02	Issued:	1209	Issued:	01

Occupancy Permit
Received: 12
Issued: 04

Housing Inspections

Conducted: 47
Passed: 47

Revenue
Building Permits:..... $774.00
Miscellaneous Permits:..... 291.00
Occupancy Permits: 300.00
Utility Permits: 2125.00
Reviews, Amendments, and Appeals: 325.00
Rental Licenses: 30,225.00
Paid Inspections: 00.00
Municipal Infractions: 00.00
TOTAL **$34,040.00**

Community Services Activity:

- All 505 City owned properties spreadsheet complete. Now working to separate those with structures from land only as hard copies with map. Working with staff to map them electronically.
- National Night Out – Cumberland was held 8/1/17
  - NNO Report and Project 365 are due Sept. 14 to NATW
  - Planning Committee wrap up meeting was held 8/9
- The Neighborhood Advisory Commission will not meet until further direction from M&CC.
  - Chair resignation 8/22/2017 (term expired 9/2016)
  - Staff plans to present the Clean Up & Green Up Program to the public at the Sept. 5 M&CC meeting. Funds for 2 neighborhood campaigns are available at $2500 each..
  - SCBCA is scheduled to meet Sept. 19 w/newsletter scheduled to go out to 350+ members.
    - Planning has begun for the 68th annual SCBCA's "Marsha L. Thomas Memorial" Halloween Parade, scheduled for 10/25/17.
- Collected older EDC minutes for new CEDC President
- Shared Fair Housing event re: landlord/Tenant relations, scheduled for Aug. 4, to rental owners/agents list
- Updated staff on New County Permits Dashboard map with search upgrades http://alleganygis.allconet.org/permitsdash2/index.html (not yet available to the public)

- Took 22 complaints calls for nuisance and resolved 8 of them while forwarding info on 14 to staff for further process.

COMMUNITY DEVELOPMENT PROGRAMS

Attached please find the monthly CDBG report spreadsheet. Notable activity this month includes City receipt of Release of Funds from HUD for work to begin at 16-18 Arch Street which is HRDC's 2016 Transitional Shelter rehabilitation project and the Mayor executed the formal CDBG Funding Approval/Agreement, (HUD-7082), between the City and the Department of Housing and Urban Development (HUD) for the 2017 Annual Action Plan funds of $709,295 approved by Mayor and City Council this spring for twenty 2017-2018 CDBG projects.

Community Development Block Grant (CDBG) Monthly Activity : August 2017

Activity	*Year*	*Initial Funding*	*Env Rev*	*Contract*	*Spent*	*Remain*	*Comp*
Balt/Amtrk	2013	$144,151.06	x	x	$138,513.00	$5,638.06	96%
CB cleanup	2013	$3,500.00	x	na	$2,395.79	$1,104.21	68%
Balt/Amtrk	2014	$181,820.00	x		$48,300.00	$133,520.00	27%
CB cleanup	2014	$3,000.00	x	na	$1,937.30	$1,062.70	65%
PIP	2015	$150,000.00	x	re-alloc	$130,807.77	$0.00	87%
YMCA rehab	2015	$80,671.00	x	x	$80,671.00	$0.00	100%
CNHS	2016	$32,000.00	x		$11,212.35	$20,787.65	35%
ADA downtown	2015	$50,000.00	x	x	$4,678.98	$45,321.02	9%
YMCA rehab 2	2016	$67,981.00	underwy		$0.00	$67,981.00	0%
HRDC rental (3)	2016	$24,200.00	x	x	$0.00	$24,200.00	0%
Goeth Str ALU	2016	$138,040.02	underwy		$0.00	$138,040.02	0%
Amtrk ph 2 Mech	2016	$97,811.00	x		$0.00	$97,811.00	0%
Trans Shelt rehab	2016	$21,500.00	x	x	$0.00	$21,500.00	0%
Cavan Imps	2016	$73,879.00	x	x	$68,879.00	$5,000.00	93%
Denture clinic	2016	$7,009.89	x	x	$3,950.00	$3,059.98	56%
YMCA 3	2017	$60,489.21	begun		$0.00		0%
FAI Resid Rehab	2017	$49,882.21	X	x	$0.00		0%
FAI LEC 3	2017	$70,489.21	underwy		$0.00		0%
George St ADA	2017	$50,489.21	tiered		$0.00		0%
CB sidewalks	2017	$101,489.22	tiered		$0.00		0%
Homestd Acqu	2017	$53,813.29	underwy		$0.00		0%
FCRC Shelter	2017	$10,489.21	x		$0.00		0%

HACC JFV ph 2	2017	$30,489.21	underwy		$0.00		0%
WRAP Archway	2017	$3,096.21	x		$0.00		0%
Short Term	2017	$7,489.21	x		$0.00		0%
Long Term	2017	$15,489.21	x		$0.00		0%
Parenting	2017	$15,489.21	x		$0.00		0%
Cavan Imps-2	2017	$55,489.21	underwy		$0.00		0%
Transp FAI	2017	$9,489.21	x		$0.00		0%
HRDC Emerg	2017	$20,489.21	x		$0.00		0%
Denture clinic	2017	$6,489.21	x		$0.00		0%
Dental Access	2017	$10,489.21	x		$0.00		0%
Amtrk ph 4	2017	$50,489.21	underwy		$0.00		0%
Aug-17							

Comptroller's Office

The Comptroller's office reports the following information for the month of August, 2017.

Cash Flow:

Attached for your review is a Cash Flow Summary for the month of August 2017.

On August 1, 2017 the City had a cash balance of $6,324,708. Receipts exceeded disbursements by $1,568,205 in August leaving the City with a cash balance of $7,892,913 at August 31, 2017.

As of August 31, 2017, the significant balances were:

Taxes receivable (General Fund) $ 8,220,899

	Beg Balance	New Billing	Collections	Bad Debt	Ending Balance
FY 2018	$ 8,915,640	$ -	$ 1,965,294	$ -	$ 6,950,346
FY 2017	721,066	-	50,335	-	670,731
FY 2016	326,615	-	12,406	-	314,209
FY 2015	52,648	-	1,823	-	50,825
FY 2014	30,947	778	2,226	-	29,499
FY 2013	27,082	-	669	-	26,413
FY 2012	30,947	-	787	-	30,160
FY 2011	47,268	-	101	-	47,167
Prior FY's	101,642	-	-	-	101,549
	$ 1,446,250	$ 778	$ 2,033,641	$ -	$ 8,220,899

The current year tax receivable balance is comprised of the following:

Real property (non-owner occupied)	$ 3,488,996
Non-Corp Personal Property	25,051
Corporate Personal Property	192,904
Real Property (semiannual payments)	3,243,395
Real Property (Half Year)	-
	$ 6,950,346

September is a 2-pay month so the cash required to meet payroll is an estimated $1,100,000.

The City cash position continues to be strong as illustrated in the cash and investments table following table. Restricted cash and investments are comprised primarily of invested bond proceeds restricted to associated capital projects and expenditures.

Cash and Investment Summary
August 31, 2017

	Cash	Investments
Beginning Balance	$ 6,324,708	$ 6,991,325
Add:		
Cash Receipts	4,765,616	-
Investment Transfer	-	-
Less:		
Disbursements	3,197,411	74
Investment Transfer	-	-
Ending Balance	$ 7,892,913	$ 6,991,251
Restricted	$ 573,646	$ 1,097,898

The table below illustrates cash restrictions and restricted investments associated with specific purchases and/or capital projects.

Restricted Cash

	8/1/2017	Increase	Utilization	8/31/2017
Police Seizures	$ 273,325	$-	$-	$ 273,325
Bowers Trust	83,566	-	-	83,566
Restricted Lenders	106,341	-	-	106,341
Sewer Projects	11,784	-	-	11,784
Street Projects	82,000	-	-	82,000
Other	15,600	1,030	-	16,630
	$ 572,616	$ 1,030	$-	$ 573,646

Restricted Investments

	8/1/2017	Increase	Utilization	8/31/2017
DDC	$ 6,638	$-	$-	$ 6,638
GOB 2013	1,091,260	-	-	1,091,260
BAN 2016	75	-	75	-
	$ 1,097,973	$-	$ 75	$ 1,097,898

Three separate restricted cash accounts were established in June to accept donations for the Al Albrams Field, a Joe Maphis statute and for a P&R Sound Garden at Constitution Park. These three accounts are included in the other restricted cash category and had a combined balance of $5,630 at August 31, 2017.

The DDC restricted investment was funded through donations and is restricted for the purpose of maintenance of the Wes Han Fountain in the Downtown Mall.

The GOB 2013 bond proceed investments were originally intended for the demolition of Memorial Hospital, with any remaining proceeds earmarked for street repairs and projects. The last draw occurred in February for costs associated with the Washington Street Lighting project.

The Bond Anticipation Note (BAN 2016) for the Maryland Avenue Redevelopment Project was issued in June 2016. The balance of the bond proceeds of $75 were transferred to the CEDC August 2017.

Capital Projects and Associated Debt:

The table below illustrates undrawn Maryland CDA bond proceeds and the accumulated debt draws and grants received associated with the ongoing Combined Sewer Overflow (CSO) projects.

Available Bond Proceeds

	8/1/2017	Increase	Utilization	8/31/2017
CDA 2014	$ 870,922	$ -	$ -	$ 870,922
CDA 2015	2,314,041	-	-	2,314,041
CDA 2017	1,200,000	-	-	1,200,000
	$ 4,384,963	$ -	$ -	$ 4,384,963

CSO Projects (current phase)

	8/1/2017	Increase	8/31/2017
Evitts Creek Debt	$ 123,200	$ -	$ 123,200
Evitts Creek Grant	-	-	-
WWTP Debt	110,118	-	110,118
WWTP Grant	342,784	145,262	488,046
	$ 576,102	$ 145,262	$ 721,364

CDA 2014 and 2015 bond proceeds are intended for a variety of General Fund ($1.66 million), Water Fund ($208,000) and Sewer Fund ($1.31 million) projects and are available

to be drawn as required. The City closed on new CDA 2017 debt of 1.2 million in early August. There were no CDA draws in August.

The Evitts Creek and Wastewater Treatment Plant (WWTP) CSO projects are underway. During July we received $145,000 in BRF grants on the WWTP project.

Respectfully submitted,

Jeff Rhodes
City Administrator

Regular Council Agenda
October 17, 2017

Description
Utilities Division monthly report for September, 2017

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Cover Memo

Item # 4

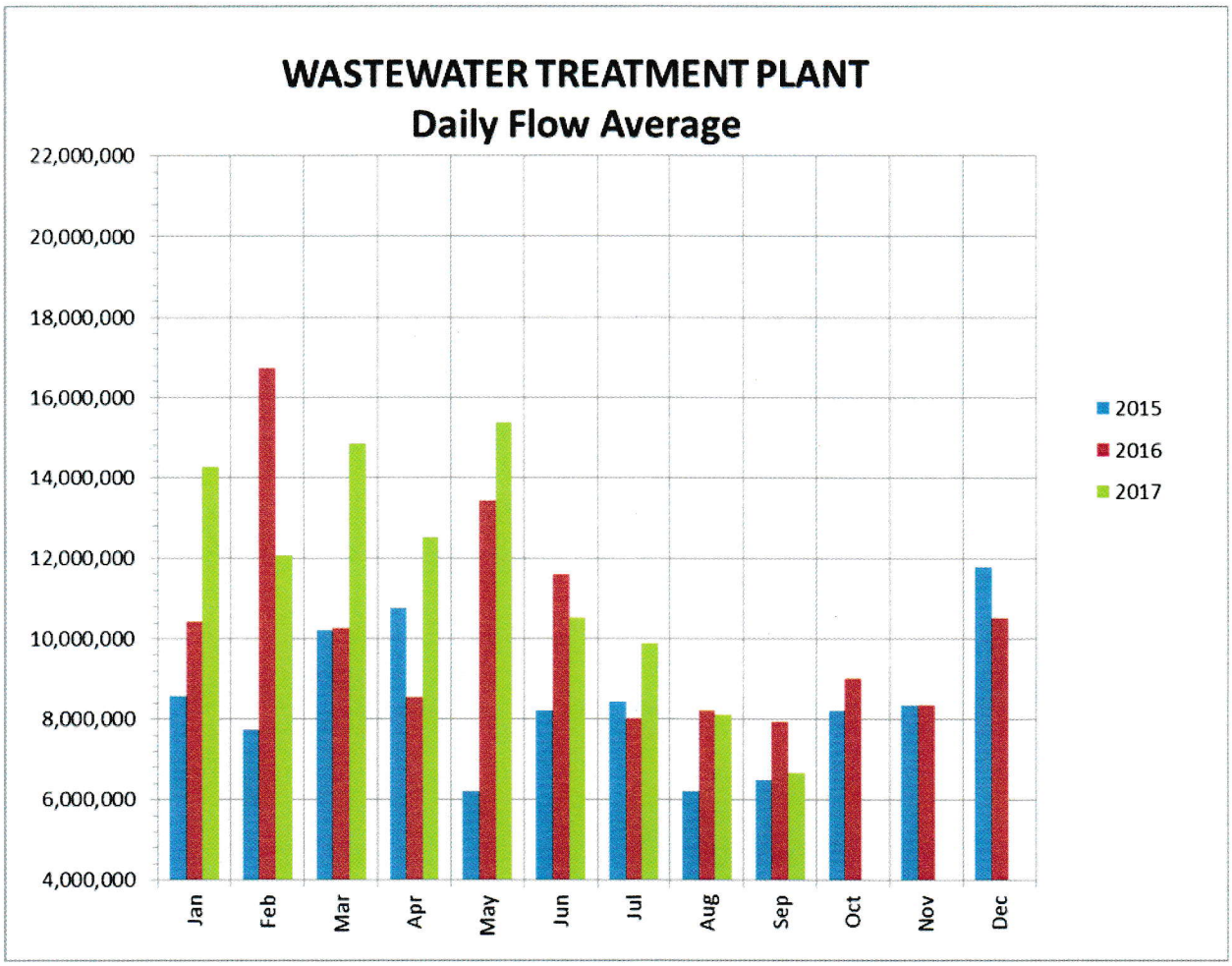
CITY OF CUMBERLAND

UTILITY DIVISION
MONTHLY REPORTS
September 2017

Wastewater Treatment Plant – SEPTEMBER 2017

OPERATIONS:

Treated 199,612,000 gallons @ an average of 6.654 million gallons per day. Removed 193,716 pounds of total suspended solids, 193,120 pounds of BOD, 33,446 pounds of total nitrogen, and 5,161 pounds of total phosphorous. Processed 860,987 gallons of sludge producing 86.60 Dry tons of Class "A" bio-solids. All Federal and State reporting requirements were in compliance. Monthly Flow Comparison Chart is attached.



Sewer & Flood Monthly Report - September 2017

Sewer

4,012	Ft. Sewer Mains Flushed
1	Sewer Line repaired:
	- 138 W. Third Street
2	Sewer Mains Repaired:
	404 Decatur Street, 1826 Frederick Street (Storm pipe installed)
3	Catch basins cleaned: (Vac was being repaired this month)
2	Catch basins repaired: 696 Fayette Street, 1825 Frederick Street)
138	Feet of Sewer Mains televised
207	Feet of Sewer Lines televised (Laterals)
4	Overflows checked
	- Assisted Water Department at four (4) work
	site for Hydro exavating

Flood

Test run station pumps

Checked holes

Started seepage control boxes and televised at Valley St. with small camera

Checked on sewage leak in flood channel

Assisted Corps in viewing the Pump stations, and bull pen

Assisted Sewer Department with flushing/camera sewer line Furlow's Garage

Mowed thirty (30) acres

WATER DISTRIBUTION

Utilities Activity Report for September 17

REQUEST	W/E 9/8/17	W/E 9/15/17	W/E 9/22/17	W/E 9/29/17	MONTHLY TOTALS
Service Technicians					
NON READS/MDM go backs	11	11	8	8	38
VACANT Accounts report					0
FINAL READS/TURN ONS/SHUT OFFS	3		7	2	12
CURB/METER BOX MAINTENANCE					0
LEAK INVESTIGATIONS/turn off-on	2	2	2		6
STOP LOCATES/MAINTENANCE		1			1
METER/STOP INVESTIGATIONS	17	11	16	17	61
REPAIR WIRING/GET READING		2	2	1	5
ORANGE TAG FOR REPAIRS	1	1	1	1	4
YELLOW TAG FOR H/L USAGE/APPT			2	3	5
RED TAG FOR SHUT OFF					0
TURN WATER ON	40	30	41	33	144
TURN WATER OFF			2		2
NONPMT/BAD CK/AGREE SHUT OFFS	42	33	43	30	148
SHUT OFF RECHECKS	50	17	59	22	148
PULL METERS - READS/SPAC/WR OFF				1	1
PUT METERS BACK ON LINE/READS			1		1
REPLACE/REPAIR METER/LID/VALVE			1		1
DIRTY WATER/ODOR					0
SVC SEPARATIONS/INVESTIGATIONS	1				1
INSTALL COUPLERS/PLUGS/LOCK	2	5	1	2	10
NEW METER/DIAL	12	8	6	7	33
METER TESTS-Residential			3	2	5
METER TESTS - Industrial					0
Ind - Register/Chamber Chg Out					0
Industrial - Chamber Cleaning					0
Industrial - Strainer Cleaning					0
HYDRANTS FLUSHED			1		1
PRESSURE CHECK/NO WATER		1			1
MOVE METERS OUTSIDE/READINGS	1	2	3	2	8
Smartpoint change outs/New Installs	11	2	3	2	18
Replace smartpoint antenna					0
REPAIR/REACTIVATE/MOVE SPs	3	2			5
INSULATE METER BOXES					0
FREEZE UPS/METERS & LINES					0
CCP - BACKFLOW/RETRO	7	2	3	2	14
HYDRANT/IRRIGATION METER					0
Pipe Technicians					
LINE LOCATOR	53	71	66	58	248
TAPS SERVICED	6	3	5	3	17
LEAKS REPAIRED	1	4	1		6
MAPLESIDE - OPENED A FEW HYDRANTS	2				2
RAN NOTICES - LISA DRIVE	2				2
COLD MIX HOLES	3	2			5
FALL HYDRANT FLUSHING (Densock/Watts)		2	2	2	6
SAW CUT STREET FOR HYD @ 405 DECATUR				4	4
REPLACED HYD - DECATUR ST				4	4
					0
					0
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Watershed					
Assisted 304 crew with meter boxes on Evelyn Drive					
Assisted 304 crew with meter box on Frederick Street					
Flushed water main coming into town - prep for fall hydrant flushing					
Assisted 306 crew on Columbia St					
Cut trees from water line at dam (several days)					
Crane work - lower dam					
Filled generator at northend pump station					
Mowed and weed eated water line (several days)					
Investigated leak on Greene Street					
Assisted 309 crew with leak at AES					
Cleaned truck					
Moved equipment to dam					
Mowed AES main right of way					
Hauled excavator to Eastern Ave					
Met with Jim Taylor from County - 36" water main Judy Ln					
Fuled tool truck					
Moved tractor from Uhl Hwy to Valley Rd for mowing					
Moved excavator from Eastern Ave to dam to start mowing Shade's Farm					
Marked valves with blue posts					
Painted valves on water line (several days)					
Marked water line with blue marking posts					
Removed stone from flood control					
Projects					
Projects -					0
WEEKLY TOTALS & GRAND TOTAL					967

Item # 4

Regular Council Agenda
October 17, 2017

Description

Approval of the Regular Session Minutes of September 5 and 19, 2017 and the Work Session Minutes of September 19, 2017

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

MAYOR
Brian K. Grim

CITY ADMINISTRATOR
Jeffrey D. Rhodes

COUNCIL
Seth D. Bernard
David J. Caporale
Richard J. Cioni, Jr.
Eugene T. Frazier

CITY SOLICITOR
Michael Scott Cohen

CITY CLERK
Marjorie A. Woodring

MINUTES

MAYOR AND CITY COUNCIL OF CUMBERLAND
City Hall Council Chambers
Room 212
6:15 p.m.

DATE: 9/5/17

***Pledge of Allegiance**

I. ROLL CALL

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, David Caporale, Richard Cioni, and Eugene Frazier

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Michael S. Cohen, City Solicitor; Charles Hinnant, Chief of Police; Donald Dunn, Fire Chief; Marjorie Woodring, City Clerk

II. PROCLAMATIONS

(A) Proclaiming the month of September, 2017 as Pain Awareness Month

Mayor Grim read the proclamation and it was thereby entered into public record.

(B) Proclaiming the month of September 2017 to be General Aviation Appreciation Month

Mayor Grim read the proclamation and it was thereby entered into the public record.

(C) Proclaiming the month of September 2017 as Childhood Cancer Awareness Month

Mayor Grim read the proclamation and it was thereby entered into the public record. Representatives of the childhood cancer awareness group, Holding Hands for Haley, accepted the proclamation.

III. CERTIFICATES, AWARDS AND PRESENTATIONS

(A) Presentation from Terri Hast, Neighborhood Advisory Commission representative, announcing the "Team Up to Clean Up & Green Up" grant funds that will be awarded to two community groups that are interested in cleaning up litter and implementing beautification initiatives in their neighborhoods

Terri Hast, Neighborhood Advisory Commission representative, presented details of the

Keep Maryland Beautiful Grant Program designed to eliminate litter and implement beautification efforts in the city. Two cleanup campaigns would be awarded $2,500 each to promote cleanliness and beautification by removing visible litter. The deadline to apply was September 21, 2017 and projects must be held before December 14, 2017.

IV. DIRECTOR'S REPORT

(A) Police

1. Police Department monthly report for July, 2017

Item Action: Approved

Motion to approve the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

V. APPROVAL OF MINUTES

(A) Routine

1. Approval of the Work Session Minutes of May 9, 2017 and the Public Meeting Minutes of July 11, July 18, and August 1, 2017

Item Action: Approved

Motion to approve the minutes was made by Caporale, seconded by Cioni, and was passed on a vote of 5-0.

(B) Administrative / Executive

1. Summary Statement of the Closed Meeting held September 5, 2017

Mayor Grim announced that a Closed Session had been held on September 5, 2017 at 5:08 p.m. and read into the record a summary of that session, which is attached hereto and made a part of these minutes as required under Section 3-306(c)(2) of the General Provisions Article of the Annotated Code of Maryland.

VI. NEW BUSINESS

(A) Orders (Consent Agenda)

Item Action: Approved

Mr. Rhodes reviewed each item on the Consent Agenda and Mayor Grim entertained questions or comments. Motion to approved Consent Agenda items 1-12 was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

1. Order authorizing the Chief of Police to enter into a Memorandum of Understanding with the Allegany County Health Department to accept an "Opiate Misuse Prevention" grant in an amount not-to-exceed $1,500 for police overtime to provide medication pickup services to home-bound individuals and to conduct mini take-back events within the community

ORDER NO. 26,174

2. Order authorizing the execution of a Water Tap Agreement with Brandi L. and Daniel A. Krampf for the provision of City water service to their property at 13010 Millpoint Drive, Cumberland by tapping onto an existing privately-owned water line; property owners shall be responsible for installation costs and all future repair and maintenance costs; water service shall be charges at rates

for outside city users; easements also granted by Richard & Carolyn Wilson and Glenn Brooks

ORDER NO. 26,175

3. Order adopting the Administration of Disciplinary Guidelines (2017) to replace the Disciplinary Guidelines adopted July 25, 2006 by Order No. 24,403

ORDER NO. 26,176

4. Order amending Order No. 26,170 to reinstate the 2017-2018 taxes for City-owned property at the Seneca Avenue (Tax Acct. No. 06-046908) in the amount of $1,589, as Verizon Wireless has assumed responsibility for the taxes resulting from cell tower improvements at that site

ORDER NO. 26,177

5. Order authorizing the reappointment to the Board for the Housing Authority of the City of Cumberland of J. Eric Delaney for the term November 1, 2017 - October 31, 2022 and the appointment of Robert A. Godfrey for the term September 5, 2017 - October 31, 2019 to fill the unexpired term of Frederick Cook

ORDER NO. 26,178

6. Order accepting the sole source proposal from J&J Truck Equipment for the conversion from electric to hydraulic of two (2) existing spreader/auger units for the amount of $25,950

ORDER NO. 26,179

7. Order authorizing the approval of a Cost-Share Agreement with the Maryland Department of the Environment for the "Willowbrook Road 12" Water Line Replacement Project" providing that MDE will pay up to 25% of the total project cost, not to exceed $188,000

ORDER NO. 26,180

8. Order accepting the sole source proposal from Bennett, Brewer & Associates to provide preliminary design and engineering support required to produce an RFP for the "Willowbrook Road 12-inch Waterline Replacement Project" in the estimated amount of $27,640

ORDER NO. 26,181

9. Order authorizing the execution of Change Order No. 3 with Braddock Construction to the current contract with Braddock Construction, LLC for the Baltimore Avenue Improvements Project (02-12-M) in the increased amount of $21,470.40, bringing the total contract amount to an estimated $1,723,149.20

ORDER NO. 26,182

10. Order authorizing the execution of a Certificate of Satisfaction acknowledging that the debt has been paid on a Deed of Trust made by Howard M. and Mary Kathleen Bohn, dated June 18, 2009, pertaining to 6 Virginia Avenue and releasing the associated lien

ORDER NO. 26,183

11. Order approving the award of $2,653.54 in Central Business District Facade Improvement Program funding to 101 S. Centre Street, owned by Julianne Hagan

ORDER NO. 26,184

12. Order rescinding Order No. 26,148 dated June 20, 2017 and granting Hampstead Cumberland Arms

Partners, L.P. a one-time Historic District Property Tax Credit for 2016-2017; it has been determined that a prior agreement with Hampstead for a Payment in Lieu of Taxes that was approved in November, 2013 makes the Historic District Tax Credit inapplicable

ORDER NO. 26,185

(B) Letters, Petitions

1. Letter from Lt. Chuck Ternent, CPD, advising that the Cumberland Police Department and the Allegany County Sheriff's Office have been jointly awarded a grant in the amount of $12,760 through the Edward Byrne Memorial Justice Assistance Grant Formula Program for the purchase of less lethal equipment such as tasers or conducted electrical equipment, and inviting the Mayor and Council and the public to provide input on the program

Mayor Grim acknowledged the letter and entered it into the public record.

VII. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

Carey Walker, Massachusetts Avenue, thanked Council for their response to the questions he had submitted several weeks ago. He discussed concerns regarding the City's pavement management system, questioning the manner in which the streets were prioritized. Mr Rhodes discussed how the company that was hired for the project had rated the streets and the other factors that were involved in the prioritization. Rhodes noted that the brick streets had not been included, but had not been forgotten and he would revisit that issue. Mr. Walker suggested that the City seek funding to restore the brick streets to their original condition. Mr. Walker also encouraged the Mayor and Council to eliminate the 5-minute rule for speakers.

VIII. ADJOURNMENT

With no further business at hand, the meeting adjourned at 6:57 p.m.

Minutes approved on _____

Brian K. Grim, Mayor _____

ATTEST: Marjorie A. Woodring, City Clerk _____

Mayor and City Council of Cumberland

Closed Session Summary

Tuesday, September 5, 2017 at 5:00 p.m.

Second Floor Conference Room, City Hall

On Tuesday, September 5, 2017, the Mayor and City Council met in closed session at 5:08 p.m. in the second floor conference room of City Hall to discuss amendments to the City Administrator's contract, board and commission appointments, and to confer with the City Solicitor regarding disciplinary guidelines and matters relative to CSX vehicular bridges.

Persons in attendance included Mayor Brian Grim; Council Members Seth Bernard, David Caporale, Richard J. Cioni, Jr., and Eugene Frazier; City Administrator Jeff Rhodes, City Solicitor Mike Cohen, and City Clerk Marjorie Woodring.

On a motion made by Councilman Cioni and seconded by Councilman Bernard, Council voted 5-0 to close the session. No actions were voted upon and the meeting was adjourned at 6:25 p.m.

Authority to close the session was provided by the General Provisions Article of the Annotated Code of Maryland, Section 3-305 (b) (1) and (7).

Brian K. Grim, Mayor

Entered into the public record on September 5, 2017

MAYOR
Brian K. Grim

CITY ADMINISTRATOR
Jeffrey D. Rhodes

COUNCIL
Seth D. Bernard
David J. Caporale
Richard J. Cioni, Jr.
Eugene T. Frazier

CITY SOLICITOR
Michael Scott Cohen

CITY CLERK
Marjorie A. Woodring

MINUTES

MAYOR AND CITY COUNCIL OF CUMBERLAND
City Hall Council Chambers
Room 212
6:15 p.m.

DATE: 9/19/17

***Pledge of Allegiance**

I. ROLL CALL

The meeting convened at 6:25 p.m.

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, David Caporale, Richard Cioni, Eugene Frazier

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Michael S. Cohen, City Solicitor; Donald Dunn, Fire Chief; Lt. Brian Lepley, CPD; Marjorie Woodring, City Clerk

II. CERTIFICATES, AWARDS AND PRESENTATIONS

(A) Update on the Forest Management Plan for Evitts Creek Water Company lands provided by Paul Eriksson, City of Cumberland Natural Resources Specialist, Donnelle Keech, The Nature Conservancy, and Mike Wolf, Appalachian Forestry Consultants

Mr. Eriksson advised that the Forest Management Plan has now been completed and introduced Ms. Keech and Mr. Wolf as contributing partners in the development of the Plan. Also in attendance in support of the Plan were two members of the Evitts Creek Steering Committee, Bedford County Commissioner Paul Crooks and Steve Resh of Allegany College.

Mr. Eriksson advised that the completed Plan wold be sent to cooperating agencies and stakeholder groups for comments and suggestions. Two public meetings would also be held with one in Cumberland and the other in Centerville, PA. Following public comment, the Plan would be given brought before the Mayor and Council for final approval.

Highlights of the Plan were reviewed, including the Key Ecological Attributes Report, the use of maps and tables to categorize and manage the data, identification of sensitive areas and those most critical for attention, and the effort to lay a foundation for certification of the property by the Forest Stewardship Council and Tree Farm Program.

III. DIRECTOR'S REPORT

(A) Police

1. Police Department monthly report for August, 2017

Item Action: Approved

Motion to accept the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

(B) Fire

1. Fire Department monthly report for August, 2017

Item Action: Approved

Motion to accept the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

(C) Public Works

1. Maintenance Division monthly report for August, 2017

Item Action: Approved

Motion to accept the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

2. Utilities Division monthly report for August, 2017

Item Action: Approved

Motion to accept the report was made by Caporale, seconded by Bernard, and was passed on a vote of 5-0.

IV. APPROVAL OF MINUTES

(A) Administrative / Executive

1. Statement to be read announcing the closed meeting scheduled for September 19, 2017

Mayor Grim announced that a Closed Session had been held on September 19, 2017 at 6:15 p.m. and read into the record a summary of that session, which is attached hereto and made a part of these minutes as required under Section 3-306(c)(2) of the General Provisions Article of the Annotated Code of Maryland.

V. NEW BUSINESS

(A) Orders (Consent Agenda)

Item Action: Approved

Mr. Rhodes reviewed each item on the Consent Agenda and Mayor Grim entertained question or comments. Motion to approve Consent Agenda Items 1-8 was made by Caporale, seconded by Cioni, and was passed on a vote of 5-0.

1. Order authorizing the execution of a Salt and Aggregate Utilization Agreement with the State Highway Administration for distribution of salt and/or aggregate for winter storm events for a period

of 3 years.

ORDER NO. 26,186

2. Order authorizing a Special Taxing District Residential Exemption for the 2017-2018 tax year for 55 N. Centre St. in the amount of $920.19.

ORDER NO. 26,187

3. Order reappointing Betsey Hurwitz Schwab to the Administrative Appeals Board for a three (3) year term effective September 19, 2017 through September 30, 2020

ORDER NO. 26,188

4. Order adopting a revised set of Rules and Regulations for the Government of the Mayor and City Council in place of the prior version adopted by Order 24,617 and amended by Ordinance No. 3735

ORDER NO. 26,189

5. Order accepting the proposal from The EADS Group, Inc. for the engineering design of the New Baltimore Street Town Center Project (12-16-M) in the estimated contract price of $301,678.53

ORDER NO. 26,190

6. Order accepting the proposal of PMA Insurance Companies to provide Workers Compensation Insurance for the period July 1, 2017 through July 1, 2018 for the estimated amount of $1,102,102 to include costs for Premium, Cash Collateral Fund, and Claims Service Fund, and authorizing the City Administrator to executed a Prefunded Deductible Reimbursement and Security Agreement relative to that coverage

ORDER NO. 26,191

7. Order accepting the bid of Muni-Link for the Utility Billing System Software Package Proposal in the amount not to exceed $49,680 and rejecting all other bids

ORDER NO. 26,192

8. Order authorizing the execution of a Police Candidate Agreement and a Police Academy Assistance Agreement pertaining to the Academy commencing on or about October 2, 2017 and continuing until approximately June 8, 2018

ORDER NO. 26,193

VI. PUBLIC COMMENTS

All public comments are limited to 5 minutes per person

Marc Nelson, 113 Decatur Street, stated that a recent meeting announcement of the Cumberland Economic Development Corporation stated that audio and video recordings would not be permitted and questioned whether the Mayor and Council were going to let that stand. He discussed with Council that it would be in the best interests of public transparency to allow the meeting to be recorded.

Paul Notarianni, 819 Fayette Street, stated it was his understanding that it was a felony if someone recorded someone without their consent and questioned whether the Mayor and Council would follow up on that if recording of the CEDC took place. He further questioned whether the Mayor and Council would use eminent domain to take the home of the remaining holdouts in the "Rolling Mills" area. Mayor Grim stated that past history shows that the City has not yet used or threatened eminent

domain. Councilman Frazier stated that he would never for for eminent domain.

VII. ADJOURNMENT

With no further business at hand, the meeting adjourned at 6:41 p.m.

Minutes approved on _____

Brian K. Grim, Mayor _____

ATTEST: Marjorie A. Woodring, City Clerk _____

Mayor and City Council of Cumberland

Closed Session Summary

Tuesday, September 19, 2017 at 6:15 p.m.

Second Floor Conference Room, City Hall

On Tuesday, September 19, 2017, the Mayor and City Council met in closed session at 6:15 p.m. in the second floor conference room of City Hall to discuss board and commission appointments.

Persons in attendance included Mayor Brian Grim; Council Members Seth Bernard, David Caporale, Richard J. Cioni, Jr., and Eugene Frazier; City Administrator Jeff Rhodes, City Solicitor Mike Cohen, and City Clerk Marjorie Woodring.

On a motion made by Councilman Caporale and seconded by Councilman Bernard, Council voted 5-0 to close the session. No actions were voted upon and the meeting was adjourned at 6:20 p.m.

Authority to close the session was provided by the General Provisions Article of the Annotated Code of Maryland, Section 3-305 (b) (1).

Brian K. Grim, Mayor

Entered into the public record on _____

Mayor and City Council of Cumberland

WORK SESSION

City Hall Council Chambers
57 N. Liberty Street
Cumberland, MD 21502

Tuesday, September 19, 2017
5:00 p.m.

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, David Caporale, Richard Cioni, Eugene Frazier

ALSO PRESENT: Jeffrey D. Rhodes, City Administrator; Michael S. Cohen, City Solicitor; Marjorie Woodring, City Clerk / Asst. City Administrator; Kathy McKenzie, Community Development Programs Manager; David Cox, Code Compliance Manager

Mr. Rhodes advised that staff had been taking a more comprehensive look at the City's code enforcement efforts. He advised that Ms. Woodring and Ms. McKenney had visited the West Virginia University Land Use and Sustainable Development Law Clinic the week before to find out more about the toolkit the law clinic had developed to help communities address neglected, vacant and blighted properties. The City had many tools already in place and had initiated many code enforcement programs, but the toolkit assists with the development of an umbrella approach to identifying and repurposing blighted properties.

Ms. Woodring presented a Power Point presentation and discussed:

- The need for a long-term and focused plan to target blighted, neglected and vacant properties
- The City's receipt of a $25,000 MD Technical Assistance Grant to support the development of a Blight Action Plan
- Goals of the grant include:
    - Development of a comprehensive approach to reporting, identifying, prioritizing, and enforcing blighted and vacant properties
    - Creation of a single database to catalogue a complete list of structures
    - Use of the database to develop intervention plans
    - Recommendations for funding, streamlining code enforcement, and assembling sites for redevelopment
    - Development of a process that is scalable, repeatable, and updateable

Ms. Woodring advised that the WVU Law Clinic had worked with local governments in West Virginia on long-term land planning and had heard the same challenges voiced from community to community presented by abandoned and neglected properties. The clinic had been funded in 2014

to develop legal resources to help towns address these problems and with the help of citizen input, attorneys, mayors, code enforcement, land use planners, and community leaders, had developed a toolkit to help address the main barriers.

Although Cumberland has several layers of legislation already in place and has undertaken many initiatives noted in the toolkit, a comprehensive, long-term plan was needed to organize and sustain code enforcement efforts.

Ms. Woodring discussed new ideas to consider that were recommended in the toolkit, including on-site citations, vacant property registration, use of a landbank, attaching driver's licenses, uninhabitable property registration, and the involvement of community partners. The first step being recommended by staff was the creation of a "windshield survey" to identify, categorize, and rank each property in the city and develop mapping overlays to identify and prioritize targeted areas. Additionally, staff was recommending that the Blighted Property Committee be reconfigured to bring in citizens, developers, housing authority, banks, and other community partners. Ms. Woodring discussed areas the WVU Law Clinic would be able to help with, including undertaking the scope of the windshield survey, collaborating with the City's attorney to explore what tools are available, what statutory regulations may already be in place, what new legislation may be needed, and recommending sources of funding and collaboration.

Basic principles of the toolkit approach were to create a pro-active process rather than a complaint-based system for code enforcement, promote collaboration, partnerships and communication, employ regionalism to combine forces with other governments, and develop a community-based approach.

Council discussed the following:

- Problems associated with having legislation passed at the state level to allow drivers licenses to be attached as a penalty
- Benefits in having the banking community involved as stakeholders
- The challenges in pursuing new initiatives for code enforcement due to limited resources in funding and personnel
- The need for a public awareness campaign to remind the public what their responsibilities are with regard to keeping their properties up
- Absentee landlords only contributed to about 95% of the problem, and out of town investors were beginning to reinvest in the area

Mayor Grim distributed a document with photos and information he had personally collected on over 550 properties stressing that if Council wanted to get the blighted and neglected properties under control, they would have to budget more resources to the problem.

XII. ADJOURNMENT

With no further business at hand, the meeting adjourned at 6:13 p.m.

Respectfully submitted,

Marjorie A. Woodring
City Clerk

Minutes approved _____

Regular Council Agenda
October 17, 2017

Description
Approval of the Closed Session Minutes of September 5 and 19, 2017

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

Mayor and City Council of Cumberland

Closed Session Minutes

City Hall, 57 N. Liberty Street, Cumberland, MD 21502
Second Floor Conference Room
Tuesday, September 5, 2017
5:00 p.m.

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, David Caporale, Richard Cioni, and Eugene T. Frazier

ALSO PRESENT: Jeffrey Rhodes, City Administrator; Michael Cohen, City Solicitor; Marjorie Woodring, City Clerk

MOTION: 5:08 p.m. - Motion to enter into closed session to discuss amendments to the City Administrator's contract, board and commission appointments, and to confer with the City Solicitor regarding disciplinary guidelines and matters relative to CSX vehicular bridges was made by Councilman Cioni, seconded by Councilman Bernard, and was passed on a vote of 5-0.

Annotated Code of Maryland, State Government

- Section 10-508 (a) (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;
- Section 10-508 (a) (7): to consult with counsel to obtain legal advice on a legal matter

Minutes approved: _____

Brian K. Grim, Mayor _____

Mayor and City Council of Cumberland

Closed Session Minutes

City Hall, 57 N. Liberty Street, Cumberland, MD 21502
Second Floor Conference Room
Tuesday, September 19, 2017
6:15 p.m.

PRESENT: Brian K. Grim, President; Council Members Seth Bernard, David Caporale, Richard Cioni, and Eugene T. Frazier

ALSO PRESENT: Jeffrey Rhodes, City Administrator; Michael Cohen, City Solicitor; Marjorie Woodring, City Clerk

MOTION: Motion to enter into closed session to discuss board and commission appointments was made by Councilman Caporale, seconded by Councilman Bernard, and was passed on a vote of 5-0.

Annotated Code of Maryland, State Government

- Section 10-508 (a) (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

Minutes approved: _____

Brian K. Grim, Mayor _____

Regular Council Agenda
October 17, 2017

Description

Order authorizing the Chief of Police to enter into a Memorandum of Understanding with the Allegany County Health Department to conduct six drug interdiction events between now and June 1, 2018 in an attempt to reduce the illicit supply of opioids in Cumberland; $10,000 in police overtime money has been appropriated by the Allegany County Health Department for this initiative

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

$10,000

Source of Funding (if applicable)

Grant Award No. F511N, FY18

- Order -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE:** __October 17, 2017_

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the Chief of Police be and is hereby authorized to enter into a Memorandum of Understanding (M.O.U.) with the Allegany County Health Department on behalf of the City of Cumberland Police Department to receive grant monies from the Maryland Department of Health, Opiod Operational Command Center in the amount of Ten Thousand Dollars and No Cents ($10,000.00), to conduct six (6) drug interdiction events by June 1, 2018, with the goal of reducing the illicit supply of opioids in Allegany County.

_____

Brian K. Grim, Mayor

Grant Award No. F511N, FY18

MEMORANDUM OF UNDERSTANDING
between

ALLEGANY COUNTY HEALTH DEPARTMENT
12501 Willowbrook Road SE
Cumberland, MD 21502

and

CUMBERLAND POLICE DEPARTMENT
20 Bedford Street
Cumberland, Maryland 21502

This agreement is funded through grant monies made available from the Maryland Department of Health, Opioid Operational Command Center, grant award number F511N, fiscal year 2018, award period July 1, 2017 to June 30, 2018. The Allegany County Health Department agrees to pay the **Cumberland Police Department** a total of **$10,000.00** to conduct six drug interdiction events by June 1, 2018 with the goal of reducing the illicit supply of opioids in Allegany County. This is a cost-reimbursement contract.

Cumberland Police Department agrees to complete the following:

1. Conduct six drug interdiction events by June 1, 2018
2. Partner with the Allegany County Sheriff's Office and Maryland State Police on interdiction events, as appropriate
3. Use funding for officer overtime and interdiction supplies
4. Document the number of interdiction events completed, the number of opioid pills seized, and the amount of heroin seized

The **Cumberland Police Department** agrees to submit reports (attached) and invoices (including overtime vouchers, and receipts) for the above stated services on a quarterly basis. Invoices and reports should only reflect the services and expenses from this grant award, and should not be combined with any other Health Department grant funding (if applicable). Deadlines for quarterly reports and invoices are: January 10, 2018, April 10, 2018 and June 10, 2018.

The activities of this agreement must be completed by June 1, 2018 and the final report must be completed by June 10, 2018. The Allegany County Health Department will remit reimbursement only after the above services are purchased and/or rendered, and proper invoices with overtime vouchers are submitted.

_____ Date: _____
Chief Charles H. Hinnant
Cumberland Police Department

Jenelle Mayer Date: 10/4/17
Jenelle Mayer
Health Officer
Allegany County Health Department

The Cumberland Police Department agrees to follow the policies of the Human Services Agreements Manual (HSAM) of the Maryland Department of Health that is available upon request.

Regular Council Agenda
October 17, 2017

Description

Order approving the sole source joint proposal from the WVU Land Use & Sustainable Development Law Clinic and Downstream Strategies to develop a Blight Action Plan for the City for the amount not to exceed $31,214

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

- Order -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE:** __October 17, 2017_

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the sole source joint proposal from the WVU Land Use & Sustainable Development Law Clinic and Downstream Strategies to develop a Blight Action Plan for the City, be and is hereby approved in the amount not to exceed Thirty-one Thousand, Two Hundred Fourteen Dollars ($31,214.00).

_____

Brian K. Grim, Mayor

Funding:
$25,000 – Maryland DHCD Technical Assistance Grant
$ 6,214 CDBG

Statement of Work

WVULAW
LAND USE & SUSTAINABLE DEVELOPMENT LAW CLINIC

Downstream Strategies
building capacity for sustainability

Proposal to Develop a Blight Action Plan for the City of Cumberland, Maryland

Date

October 12, 2017

Services Performed By:

The Land Use and Sustainable Development Law Clinic at the West Virginia University College of Law

1 Law Center Drive
Morgantown, WV 26501
(304)293-2757
www.landuse.law.wvu.edu

and

Downstream Strategies
911 Greenbag Road
Morgantown, WV 26508
304.292.2450
www.downstreamstrategies.com

Services Performed For:

City of Cumberland
57 North Liberty Street
Cumberland, MD 21502

The Land Use and Sustainable Development Law Clinic at the West Virginia University College of Law ("Land Use Clinic") and Downstream Strategies (together, the "Vendor") propose to develop a Blight Action Plan for the City of Cumberland, MD for $32,000.00 for a period not to exceed six (6) months beginning November 1st, 2017.

The Land Use Clinic and Downstream Strategies are leading providers of planning services, Geographic Information Services and redevelopment planning in the region. Here, the firms would combine forces to provide a Blight Action Plan for the City of Cumberland.

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Firm Backgrounds

The Land Use and Sustainable Development Law Clinic at the West Virginia University College of Law

The Land Use Clinic is a principal provider of technical assistance to local governments and non-profits in West Virginia with regards to land use planning and helpin local governments to address dilapidated buildings. The Land Use Clinic is currently supporting over 35 local governments and multiple non-profits with over 70 projects. The Land Use Clinic is a law firm with five licensed attorneys and two AICP-certified planners. The Clinic has expertise in the following topics:

- Building Code and International Property Maintenance Code
- Stakeholder Engagement
- Vacant Property Registration & Uninhabitable Property Registration Programs
- Repair and Demolition Liens
- Tools to Locate a Property Owner
- Partnerships with Banks
- Redevelopment Plans

The Land Use Clinic worked with the following local governments to address dilapidated buildings:

- Town of Bradshaw, WV
- Town of Beverly, WV
- Town of Cowen, WV
- Town of Davis, WV
- Town of Gassaway, WV
- Town of Marlinton, WV
- City of Moundsville, WV
- City of Ravenswood, WV
- City of Richwood, WV
- City of Wellsburg, WV
- City of Weston, WV
- Town of Whitesville, WV
- City of White Sulphur Springs, WV

Downstream Strategies

Downstream Strategies in an environmental and economic development consulting firm located in Morgantown and Alderson, West Virginia. We are considered *the* go-to source for objective, data-based analyses, plans, and actions that strengthen economies, sustain healthy environments, and build resilient communities. Skills include:

- Policy analyses
- Planning and visioning
- Climate change & disaster management

Item # 8

- Spatial analysis and mapping
- Visualization and modeling
- Expert testimony and litigation support
- Scientific research
- Project development and management

Deliverables

Inventory of Structures in the City of Cumberland

Task 1 will begin with the hiring of up to 5 surveyors to conduct windshield surveys. The Vendor will train surveyors on the Collector App and methodology. The Vendor will work with the City to develop routes and a work plan to maximize efficiencies to trace map routes between surveyors. Surveyors will inventory all 11,000+ structures in the City of Cumberland.

Technology Development and Training

The Vendor will develop a survey with the Collector App and test the technology with the mapping department. The Vendor will train surveyors on Collector App and methodology and beta test with surveyors and the Collector App in Morgantown before beginning the inventory. The Vendor will work with the mapping department to plot data points of the survey along with other factors for prioritization

Facilitation of Meetings

The Vendor will work with the City of Cumberland to key stakeholders and seek input on the Blight Action Plan, facilitate meetings to collect input and report on findings.

Streamlining the Code Enforcement Process

The Vendor will identify strengths and opportunities of the current code enforcement process. The Vendor will interview the City Attorney's office and Code Enforcement personnel to understand current strategies and offer recommendations based on lessons learned from partners. The Vendor will work under supervision of the City Attorney as needed to verify that any recommendations are consistent with Maryland law.

Narrative Report and Findings

The Vendor will draft a narrative explanation of methodology and findings that includes user friendly description of clustered sections of dilapidated properties. This narrative will include general partnerships to pursue, areas for commercial and residential redevelopment, general

Item # 8

redevelopment strategies, recommendations to streamline the code enforcement process as well as maps that identify clusters of redevelopment opportunity.

Client Responsibilities

The City of Cumberland will help schedule meetings with City staff and/or stakeholdersfor input and participation during development of the Blight Action Plan.

The City of Cumberland will coordinate with vendor on strategies to collect public input.

The City of Cumberland will provide street maps for use during the inventory.

The City of Cumberland GIS Department will provide GIS data as requested by the Blight Action Committee including but not limited to historic district overlays, floodplain overlays, and zoning designations.

Assumptions

Indemnification – The Vendor agrees to indemnify, defend and hold harmless the City of Cumberland and its authorized officers, employees, agents, and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this Contract from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the City of Cumberland on account of any claim therefore, except where such indemnification is prohibited by law.

Subcontracting – The Vendor agrees not to enter into any subcontracting agreements for work contemplated under the Contract without first obtaining written approval from City of Cumberland. Any subcontractor shall be subject to the same provisions as Contractor. Contractor shall be fully responsible for performance of any subcontractor.

Contract Compliance – The Vendor agrees to comply with the provisions of Executive Orders 11246, 11375, 11625, 12138, 12432, 12250, Title VII of the Civil Rights Act of 1964, and any other applicable federal, state, and county laws, regulations, and policies relating to equal employment and contracting opportunities, including laws and regulations hereafter enacted.

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References

Land Use Clinic References

- Julia Spelsberg, Mayor of Weston, jspelsberg@stonewallhospital.net, 304-269-8167. The Land Use Clinic was retained to review ordinances related to dilapidated buildings and assist with formation of the City's Urban Renewal Authority.
- Sue Simonetti, Mayor of Wellsburg, 304-737-2104, mayorsimonetti@comcast.net. The Land Use Clinic was retained to develop the Redevelopment Plan for the City of Wellsburg Urban Renewal Authority.

Downstream Strategy References

- Cheryl DeBerry, Natural Resources Business Specialist, Garrett County Economic Development, cdeberry@garrettcounty.org, 301-334-6968. Downstream Strategies facilitated the Mountain Maryland Energy Advisory Committee, which included representatives from Garrett and Allegany counties. Downstream Strategies also completed a local foods distribution study for Garrett County.
- Tim Ball, General Manager, Morgantown Utility Board, tball@mub.org, (304) 292-8443. Downstream Strategies utilized the Collector App to conduct windshield surveys of aboveground storage tanks in Morgantown Utility Board's source water protection area.

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BUDGET FOR BLIGHT ACTION PLAN

LUC= Land Use and Sustainable Development Law Clinic at the West Virginia Univeristy College of Law
DS= Downstream Strategies

TASK 1: Inventory & Mapping of Structures	Surveyor Hours	Rate	Total Surveyor Cost	LUC Hours	Rate	LUC Rate	DS Hours	Rate	DS Cost	Totals
Develop survey with Collector App, test with mapping department 10 hours	50	$ 15	$ 750							$ 750
Hire 5 surveyors to conduct windshield survey (we have some people in mind)	25	$ 15	$ 375							$ 375
Train surveyors on Collector App and methodology	25	$ 15	$ 375	5	$ 100	$ 500				$ 875
Beta test with surveyors and the Collector App in Morgantown before hitting the field	15	$ 15	$ 225	3	$ 100	$ 300				$ 525
Develop maps of City, work with mapping department and other departments such as fire department as needed to develop routes.	10	$ 15	$ 150	2	$ 100	$ 200				$ 350
Develop a work plan to maximize efficiencies to trace map routes between surveyors	10	$ 15	$ 150	2	$ 100	$ 200				$ 350
Conduct Surveys 5 people (8 hours a day for 5 days each @ $15)	200	$ 15	$ 3,000							$ 3,000
Supervision and Hiring of Surveyors				5	$ 100	$ 500				$ 500
Travel Time	75	$ 15	$ 1,125							$ 1,125
Travel Cost ($50 per car, 5 cars * 5 people)			$ 1,250							$ 1,250

Total Cost for Task 1			**$ 7,400**			**$ 1,700**				**$ 9,100**
TASK 2: Technology Development and Training	**Surveyors**	**Rate**	**Total Sur**	**LUC**	**Rate**	**LUC Rate**	**DS**	**Rate**	**DS Cost**	**Totals**
Develop survey with Collector App, test with mapping department							4	$ 82	$ 328	$ 328
Train surveyors on Collector App and methodology							10	$ 82	$ 820	$ 820
Beta test with surveyors and the Collector App in Morgantown before hitting the field							10	$ 82	$ 820	$ 820
Develop maps of City, work with mapping department and other departments such as fire department as needed to develop routes.							4	$ 82	$ 328	$ 328
Develop a work plan to maximize efficiencies to trace map routes between surveyors							4	$ 82	$ 328	$ 328
Work with mapping department to plot data points of survey along with other factors for prioritization							20	$ 82	$ 1,640	$ 1,640
Total Cost for Task 2									**$ 4,264**	**$ 4,264**
TASK 3: Meeting Facilitation	**Surveyors**	**Rate**	**Total Sur**	**LUC**	**Rate**	**LUC Rate**	**DS**	**Rate**	**DS Cost**	**Totals**
Introduction to the Inventory and Prioritization Methodology with Blighted Property Committee and other stakeholders				5	$ 100	$ 500				$ 500
Discussion on criterion to be included in survey/working with code enforcement and other stakeholders to define "dilapidated structure"				5	$ 100	$ 500				$ 500

Facilitate discussion on factors to be considered in prioritization process (multiple meetings/but same day)				12	$ 100	$ 1,200				$ 1,200
Present Findings and Recommendations				5	$ 100	$ 500				$ 500
Follow-up Discussions during Implementation										
Total Cost of Task 3						**$ 2,700**				**$ 2,700**
Task 4: Streamline the Code Enforcement	**Surveyors**	**Rate**	**Total Sur**	**LUC**	**Rate**	**LUC Rate**	**DS**	**Rate**	**DS Cost**	**Totals**
Interviewing City Attorney				3	$ 100	$ 300				$ 300
Interviewing City Departments				5	$ 100	$ 500				$ 500
Identify strengths and opportunities of current process				12	$ 100	$ 1,200				$ 1,200
Mapping the Current Code Enforcement Process				10	$ 100	$ 1,000				$ 1,000
Total Cost for Task 4						**$ 3,000**				**$ 3,000**
TASK 5: Narrative Report Code Enforcement	**Surveyors**	**Rate**	**Total Sur**	**LUC**	**Rate**	**LUC Rate**	**DS**	**Rate**	**DS Cost**	**Totals**
Recommendations										
Recommendations to streamline the code enforcement process & Strategies for different types of properties				30	$ 100	$ 3,000				$ 3,000
Generally, identify areas for commercial and residential redevelopment				15	$ 100	$ 1,500				$ 1,500
General Redevelopment Strategies.				15	$ 100	$ 1,500				$ 1,500
Total Cost for Task 5						**$ 6,000**				**$ 6,000**
TASK 6: Narrative Report and Recommendations	**Surveyors**	**Rate**	**Total Sur**	**LUC**	**Rate**	**LUC Rate**	**DS**	**Rate**	**DS Cost**	**Totals**

Narrative explanation of methodology and findings that includes user friendly description of clustered sections of dilapidated properties							30	$ 82	$ 2,460	$ 2,460
General Partnerships to pursue							15	$ 82	$ 1,230	$ 1,230
Generally, identify areas for commercial and residential redevelopment							10	$ 82	$ 820	$ 820
General Redevelopment Strategies.							10	$ 82	$ 820	$ 820
Design							10	$ 82	$ 820	$ 820
Total Cost for Task 6									**$ 6,150**	**$ 6,150**
Total Project Cost										**$ 31,214**

Total Land Use Clinic Cost	$ 20,800
Total Downstream Strategies Cost	$ 10,414

Regular Council Agenda
October 17, 2017

Description

Order authorizing the execution of Change Order No. 1 to the existing contract with Leonard S. Fiore, Inc. for the CSO Storage Project at the WWTP - Phase 1, to add 42 days to the contract.

Approval, Acceptance / Recommendation

It is the Engineering Department's recommendation to execute Change Order No. 1 with Leonard S. Fiore, Inc. on the current City Project 1-10-WWTP. This Change Order is to add 42 days to the current contract. This time is being added to the contract after a claim was made for damages on June 6, 2017 from Michael L Fiore.

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

$0.00

Source of Funding (if applicable)

- Order -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE:** October 17, 2017

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT the City Administrator be and is hereby authorized to execute Change Order No. 1 to the existing contract with Leonard S. Fiore, Inc., 5506 Sixth Avenue Rear, Altoona, PA, 16602, for City Project "Phase 1 CSO Storage Facility at WWTP" (01-10-WWTP) for an increase of forty-two (42) working days added to the original contract.

_____

Brian K. Grim, Mayor

Change Order

No. 1

Date of Issuance: _____ Effective Date: _____

Project:	Owner: Mayor and City Council of Cumberland	Owner's Contract No.: 01-10-WWTP
Contract: Phase 1 CSO Storage Facility at the Wastewater Treatment Plant		Date of Contract:
Contractor: Leonard S. Fiore, Inc.		Engineer's Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Section 4.02.A is amended to provide that the work will be substantially completed within 802 days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within 862 days after the date when the Contract Times commence to run.

Additional Term: (see Attachment A)

CHANGE IN CONTRACT PRICE:

Original Contract Price:

$_____

[~~Increase~~] [~~Decrease~~] from previously approved Change Orders No.____0____ to No._____1_____:

$0.00_____

Contract Price prior to this Change Order:

$_____

[~~Increase~~] **[Decrease]** of this Change Order:

$_____

Contract Price incorporating this Change Order:

$_____

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☐ Calendar days

Substantial completion (**days** or ~~date~~):_____

Ready for final payment (**days** or ~~date~~):_____

[~~Increase~~] [~~Decrease~~] from previously approved Change Orders No._____0_____ to No._____1_____:

Substantial completion (days): 0_____

Ready for final payment (days): 0_____

Contract Times prior to this Change Order:

Substantial completion (**days** or ~~date~~): 0_____

Ready for final payment (**days** or ~~date~~): 0_____

[Increase] [Decrease] of this Change Order:

Substantial completion (**days** or ~~date~~): 0_____

Ready for final payment (**days** or ~~date~~): 0_____

Contract Times with all approved Change Orders:

Substantial completion (**days** or ~~date~~):_____

Ready for final payment (**days** or ~~date~~):_____

THE TERMS AND CONDITIONS OF THE CHANGE ORDER, INCLUDING THE AMOUNT AND TIME CONTAINED HEREIN, CONSTITUTE A FULL ACCORD AND SATISFACTION BY THE CITY AND THE CONTRACTOR FOR ALL COSTS AND THE TIME OF PERFORMANCE RELATED TO THE ACTIONS DESCRIBED OR REFERENCED HEREIN, INCLUDING BUT NOT LIMITED TO, DELAY AND IMPACT COSTS FOR THE WHOLE PROJECT RESULTING FROM THIS CHANGE ORDER. EXCEPT AS AMENDED HEREIN, ALL PROVISIONS OF SAID CONTRACT REMAIN IN FULL FORCE AND EFFECT.

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____	By: _____	By: [signature]
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: _____	Date: _____	Date: 10.02.17

Approved by Funding Agency (if applicable): _____ Date:

ATTACHMENT A

Contractor made claim against Owner for damages it alleges it incurred on account of permitting delays, as is more particularly described in a correspondence dated June 6, 2017 from Michael L. Fiore, Contractor's Director of Project Management, to Paul Rosol, III of Whitman , Requart & Associates, LLP, which claim for damages is hereinafter referred to as the "Claim." In consideration of the changes to the contract terms described in this Change Order, Contractor, for itself, its successors and assigns, releases, acquits and forever discharges Owner, its successors and assigns, of and from any claims, demands, damages, costs, liabilities, actions, causes of action, suits at law or in equity, of whatsoever kind or nature, in any way related to or arising out of or as an incident to the Claim. Further, Contractor, for itself, its successors and assigns, agrees to refrain from instituting, prosecuting, filing or processing, or assisting with the institution, prosecution, filing or processing of any lawsuits, arbitrations, claims, charges or grievances against Owner, its successors and assigns, in any way related to or arising out of or as an incident to the Claim or the facts and circumstances concerning the Claim.

The terms of this Change Order are contingent upon the approval of the Maryland Department of the Environment.

Regular Council Agenda
October 17, 2017

Description

Order authorizing the execution of Change Order No. 2 to the current contract with Leonard S. Fiore on the CSO Storage Phase I at the WWTP (Project No. 01-10-WWTP) for the increased amount of $16,582.53, bringing the total contract price to $26,432,922.53. This Change Order is contingent upon approval from MDE.

Approval, Acceptance / Recommendation

It is the Engineering Department's recommendation to execute Change Order No. 2 as recommended by WR&A, Resident Engineer for the City. This Change Order is in the increased amount of $16,582.53 and will add costs associated with service connection and permanent power installation by Potomac Edison. This Change Order is contingent upon approval from MDE.

☑ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Original Contract Price :$ 26,416,340.00
Change Order No. 1: $ 16,582.53
New Contract Price :$ 26,432,922.53

Source of Funding (if applicable)

MDE Grant and Loan

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 2

Date of Issuance: October 3, 2017
Effective Date: October 3, 2017

Owner: City of Cumberland, MD
Owner's Contract No.: 01-10-WWTP

Contractor: Leonard S. Fiore, Inc.
Contractor's Project No.: CT-0365

Engineer: Whitman, Requardt, and Associates, LLP
Engineer's Project No.: 13993-003

Project: Phase 1 CSO Storage Facility at the Wastewater Treatment Plant
Contract Name: Phase 1 CSO Storage Facility at the Wastewater Treatment Plant

The Contract is modified as follows upon execution of this Change Order:

Description: Includes costs associated with service connection and permanent power installation by Potomac Edison, per Potomac Edison invoice #90534024.

Attachments: *Attachment A*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES *[note changes in Milestones if applicable]*
Original Contract Price: $ 26,416,340.00	Original Contract Times: Substantial Completion: not applicable Ready for Final Payment: not applicable days or dates
[~~Increase~~] [~~Decrease~~] from previously approved Change Orders No. 0 to No. 1 : $ 0	[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 1 : Substantial Completion: not applicable Ready for Final Payment: not applicable days
Contract Price prior to this Change Order: $ 26,416,340.00	Contract Times prior to this Change Order: Substantial Completion: not applicable Ready for Final Payment: not applicable days or dates
[Increase] [~~Decrease~~] of this Change Order: $16,582.53	[Increase] [Decrease] of this Change Order: Substantial Completion: not applicable Ready for Final Payment: not applicable days or dates
Contract Price incorporating this Change Order: $26,432,922.53	Contract Times with all approved Change Orders: Substantial Completion: 802 Ready for Final Payment: 862 days ~~or dates~~

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: ASSOCIATE	Title	Title
Date: 10/2/2017	Date	Date

Approved by Funding Agency (if applicable)

By: Date:

Title:

Item # 10

Leonard S. Fiore, Inc.
GENERAL CONTRACTOR
DEDICATED TO EXCELLENCE
5506 SIXTH AVENUE REAR ALTOONA, PA 16602 PH: (814) 946-3686
www.lsfiore.com Main FX: (814) 946-5288 Proj Mgmt FX: (814) 946-3626

NO: 92

Please reference the Proj Name, Proj #, and applicable Submittal #'s, RFI#'s, etc. on all correspondence to Leonard S. Fiore, Inc.

PROJECT: Cumberland Tank (CSO Storage)

DATE: 9/19/2017

PROJ #: CT-0365

REF: Change Request - PCO-002: Owner Potomac Edison Service Bill #1

TO: Paul Rosol, III
Whitman, Requard & Assoc., LLP
801 South Carolina Street
Baltimore, MD 21231

WE ARE SENDING:

- ☐ Shop drawings
- ☐ Letter
- ☐ Prints
- ☐ Change Order
- ☐ Plans
- ☐ Samples
- ☐ Specifications
- ☑ Other: Change Request

SUBMITTED FOR:

- ☐ Approval
- ☐ Your use
- ☐ As Requested
- ☐ Review and Comment

SENT VIA:

- ☐ Attached
- ☑ Separate cover via: Email

ACTION TAKEN:

- ☐ Approved as Submitted
- ☐ Approved as Noted
- ☐ Returned for Corrections
- ☑ "Due Date: 10/3/2017
- ☐ Revise & Resubmit

Item	Copies	Date	No.	Description	Status
Change Request	1	9/19/17	PCO-002	Owner Potomac Edison Service Bill #1	None

Please send all Change Order information to our new Change Management e-mail cm@lsfiore.com or to our office, attention Change Management. **** Please be advised that this is the only copy of the PCO that will be sent. We are no longer sending a hard copy. ****

Notes:

CC:

Signed: Item # 10
Change Management (Leonard S. Fiore, Inc.)

Leonard S. Fiore, Inc.
GENERAL CONTRACTOR
DEDICATED TO EXCELLENCE

5506 6th, Avenue, Rear
Altoona, PA 16602
Ph. (814) 946-3686
Fax: (814) 946-5288

Change Request

To: Whitman, Requardt & Associates
801 South Caroline Street
Baltimore, MD 21231
Attn: Paul Rosol, III

Number: PCO-002
Date: September 18, 2017
Job Description: Cumberland Tank

LSF Job Number: CT-0365

RE: Owner Potomac Edison Service Bill #1

See below and attached for scope and pricing related to these changes.

This change request is to receive compensation for Leonard S Fiore paying the Potomac Edison Invoice # 90534024 for the first part of the permanent power installation.

The total amount to provide this work is **$16,582.53**

If you have any questions, please contact me at 814-946-3686

Submitted by: Chris Makdad
Project Manager

Chris Makdad

CHANGE ORDER SUMMARY

PCO-002 - Owner Potomac Edison Service Bill #1

CONTRACTOR NAME****

Contractor/Subcontractor Name	Total (from cost breakdown)	Markup on sub (if applicable)**	Total
1. Leonard S. Fiore, Inc.	$0.00		$0.00
2. Potomac Edison	$15,636.52	$781.83	$16,418.35
3.			$0.00
4.			$0.00
5			$0.00
6			$0.00
7			$0.00
		Total (L/M/E/S)	$16,418.35
		Bond	$164.18
		TOTAL THIS CHANGE	**$16,582.53**

COST BREAKDOWN

CONTRACTOR NAME PRIME

Leonard S. Fiore, Inc.

LABOR COST

Classification	Certified Payroll Base Rate *	Fringe Benefits (as defined by L&I) *	Total Hourly Rate	Hours	Total
			$0.00		$0.00
			$0.00		$0.00
			$0.00		$0.00
				Sub-Total	**$0.00**

On Base Labor Rate ONLY

Social Security @	7.65%	$0.00
Medicare @	0.80%	$0.00
Unemployment @	10.89%	$0.00
Workmans Compensation @	9.63%	$0.00
Public Liability Insurance @	2.23%	$0.00
Small Tools @	2.00%	$0.00
Sub-Total		**$0.00**

** Labor Markup (15.00%) $0.00

TOTAL LABOR **$0.00**

MATERIAL COST (attach material list if necessary, insert totals as shown)

Item	Quantity	Unit	Unit Cost	Total Cost
				$0.00
				$0.00
				$0.00
			Sub-Total	**$0.00**

**Applicable Sales Tax $0.00

** Material Markup (15.00%) $0.00

MATERIAL TOTAL **$0.00**

EQUIPMENT COST (equipment cost for owned equipment (depreciation, insurance, etc.) or documentation supporting lease of equipment)

Classification	Hour Rate		Hours	Total Cost
				$0.00
				$0.00
				$0.00
			Sub-Total	**$0.00**

** Equipment Markup (15.00%) $0.00

EQUIPMENT TOTAL **$0.00**

LME TOTAL **$0.00**

Christopher M. Makdad

From: Rosol III, Paul <pmrosol@wrallp.com>
Sent: Monday, July 10, 2017 4:28 PM
To: Shawn Steward
Cc: Christopher M. Makdad; Blassino, Monika
Subject: RE: Utility Fees

Shawn,

I see the work order request/invoice from Potomac Edison. I agree that they should be on the same page understanding this is not future temporary service, but is permanent. On a separate topic, I wonder if Potomac Edison has ever been successfully back charged (or provided a credit on their invoice) by a contractor when the power company has made a mistake in the equipment they provided.

Since LSF is proceeding with payment to eliminate any delays, best practice is, yes, please submit a PCO asap. I won't be in the office tomorrow, call my cell if needed. Thanks-

Paul Rosol III, CCM | Construction Manager

Whitman, Requardt & Associates, LLP
801 South Caroline Street
Baltimore, MD 21231
(Main – Balt)) 410.235.3450
(Direct) 443.224.1614
(Cell) 443.756.9448

pmrosol@wrallp.com
www.wrallp.com

From: Shawn Steward [mailto:ssteward@lsfiore.com]
Sent: Monday, July 10, 2017 3:52 PM
To: Rosol III, Paul <pmrosol@wrallp.com>
Cc: Christopher M. Makdad <cmakdad@lsfiore.com>
Subject: Utility Fees

Paul,

FYI - Attached are the two invoices for the relocation of the electric. I included the invoice for the temporary service for construction so you would know this cost is not part of the $15,636.52. I would anticipate a future invoice for the power being run from the junction box to the pump station once its ready to be hooked up. Also, I have a call into Potomac Edison in regards to the description for the $15,636.52 invoice. This is for permanent service and not future temporary service.

Chris Makdad will issue a PCO in the next day and in the meantime Fiore will proceed with the payment in good faith to eliminate any additional delays with the power service.

Shawn A. Steward | Estimator
Leonard S. Fiore, Inc. | General Contractor

Item # 10

PotomacEdison
A FirstEnergy Company

06/29/2017

Cust / Acct Number 802084824 / 120015492487

Bill for:
LEONARD S FIORE
CHRIS MAKDAD
5506 EAST AVE
ALTOONA PA 16602

Invoice No. 90534024
Pre-payment request

Total Due and Payable Upon Receipt
The cost for providing this service is valid for a period not to exceed 90 days from 06/29/2017

General Description

Item	Description	Qty	Total
1	Services - NT RELOCATE EXISTING 3PH PRIMARY UGR AND INSTALL 3PH JUNCTION FOR FUTURE TEMP SERVICE ON SITE AT THE E OFFUTT ST. QUESTIONS REGARDING THIS INVOICE SHOULD BE DIRECTED TO: SUSAN MCLEOD AT (301) 759-5710 CREWS WORK REQUEST 58672670 TO PAY BY CREDIT CARD, CALL 1-866-569-5288. PLEASE BE ADVISED THAT A SERVICE FEE WILL BE CHARGED.		15,636.52
		Subtotal	15,636.52
		Total Amount Due	15,636.52

RECEIVED JUL 05 2017

General Information

Written correspondence may be mailed to:
Attn: Accounts Receivable, 6th Floor
FirstEnergy Corp.
76 S Main St
Akron OH 44308

Questions regarding this invoice may be directed to Accounts Receivable:
1-301-582-5290

PotomacEdison
A FirstEnergy Company

Return this part with a check or money order payable to:
POTOMAC EDISON
Write name, phone, or address changes on back and check here. ☐

Invoice No.	Customer PO No.	Your Check Number/Date	Contract No.
90534024			120015492487

Amount Paid	
Please Pay	15,636.52
Due By	Upon Receipt

LEONARD S FIORE
CHRIS MAKDAD
5506 EAST AVE
ALTOONA PA 16602

POTOMAC EDISON
P.O. BOX 3615
AKRON OH 44309-3615

Item # 10

0912001549248700000000905340246000015636520015636521

onard S. Fiore, Inc. 814-946-3686

endor: POTOMAC EDISON COMPANY

Check Date: July 11, 201

VOICE DATE	INVOICE NO	DESCRIPTION	INV AMOUNT	DISCNT TAKEN	BALANCE
6-29-17	90534024	CT0365/PERM ELECTRI	15636.52	.00	15636.5

hk Date	7-11-17	Chk No	107658	Totals	15636.52	.00	15636.5

onard S. Fiore, Inc. 814-946-3686

endor: POTOMAC EDISON COMPANY

Check Date: July 11, 201

VOICE DATE	INVOICE NO	DESCRIPTION	INV AMOUNT	DISCNT TAKEN	BALANCE
6-29-17	90534024	CT0365/PERM ELECTRI	15636.52	.00	15636.5

hk Date	7-11-17	Chk No	107658	Totals	15636.52	.00	15636.5

Leonard S. Fiore, Inc.
GENERAL CONTRACTOR
DEDICATED TO EXCELLENCE

M&T BANK
ALTOONA, PA 16602
60-295/313

Check Number: 10765

Date	July 11, 2017
Amount	$15,636.52

(void if not cashed within 90 days)

5506 - Sixth Avenue, Rear
Altoona, PA 16602

PAY ONLY 15,636 52 CENTS

AY **********Fifteen thousand six hundred thirty-six dollars and 52 cents

O THE
RDER
F

POTOMAC EDISON COMPANY
PO BOX 3615
AKRON, OH 44309-3615

COPY

Item # 10

Regular Council Agenda
October 17, 2017

Description

Order appointing Kathleen Breighner and Terri Layton to the Human Resources Commission effective 10/1/17 - 10/1/20; Ben Wolters to the Planning & Zoning Commission effective 10/1/17 - 10/1/22; Dennis Bittinger to the Shade Tree Commission effective 10/1/17 - 10/1/21; and Charles Taylor, Jr. to the Zoning Board of Appeals effective 10/1/17 - 10/1/20

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

- Order -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE:** __October 17, 2017_

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the following appointments and reappointments be and are hereby approved:

Name	Board / Commission	Seat	Term
Kathleen Breighner	Human Relations Commission	Seat 2	10/1/17 – 10/1/20
Terri Layton	Human Relations Commission	Seat 5	10/1/17 – 10/1/20
Ben Wolters	Planning & Zoning Commission	Seat 4	10/1/17 – 10/1/22
Dennis Bittinger	Shade Tree Commission	Seat 6	10/1/17 – 10/1/21
Charles Taylor, Jr.	Zoning Board of Appeals	Seat 2	10/1/17 – 10/1/20

_____

Brian K. Grim, Mayor

Regular Council Agenda
October 17, 2017

Description
Order declaring certain computer equipment to be surplus and authorized for disposal

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

- ORDER -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE:** __October 17, 2017__

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the Mayor and City Council of Cumberland is the record owner of certain electronic equipment that has been determined to be of no further value to the City; and

WHEREAS, the Mayor and City Council desire to dispose of said equipment;

IT IS THEREFORE ORDERED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, THAT the attached list of equipment, summarized below, is hereby declared to be surplus property and authorized for disposal:

1. 13 desktop PC's
2. 3 monitors
3. 5 printers
4. 8 laptops
5. 2 network hubs

_____

Mayor Brian K. Grim

(Attachment)

Dell Optiplex 755 s/n J01V9F1
" " 740 s/n C0VFZD1

Acer Veriton M430G s/n PSVB103010211 8F2227 00

Gateway M255-E GWTF6280R1N

Acer Veriton M430G PSVB10300102118EF62700

HP Laserjet P1102W VND3Z37969

Acer Veriton M498G illegible

Dell Optiplex 740 4WDZQF1

Lenovo Thinkcenter D6U 1S7269D8UMJATR71

Gateway M255-E GWTF70704X6
" " GWTF64800HC

Lenovo A5U 1S2227A5UMJTLMAM

Acer Veriton X275 PSVAM0303212406 73A9203

Lenovo J6U 1S7822J6UMJ22552

Gateway EL610.D 0039064481

~~M256-E GWTF~~

Gateway M255-E GWTF6420164
" M280-E 0036534708

Acer [illegible] LXTH [illegible] F84D2505

Item # 12

Lenovo	ThinkCenter	7099E5U S5CTZBV
Acer	Veriton M430G	PSVB10300102118EFA2100
Lexmark	E360dn	

HP/Compaq laptop CND4211195

3 monitors

2 HP 4 printers

Dell S/N 6CRCLF1

Acer PC Veriton X4986G S/N 30021400 2C189200

Brother HL3170

~~HP~~ HP Omnibook TW05205790

~~Pelco DVR~~

2 hubs

~~1 3Com FXS gateways~~

Regular Council Agenda
October 17, 2017

Description

Order authorizing the sole-source purchase of root control services for the Sewer Department from Duke's Root Control, Inc. in the amount of $49,951.23

Approval, Acceptance / Recommendation

Sole source approval attached.

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

$49,951.23

Source of Funding (if applicable)

003.320.20100 $33,191.45
003.320.40200 $16,759.78
$49,951.23

- ORDER -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE: ___October 17, 2017__**

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, the sole source proposal from Duke's Root Control, Inc., 1020 Hiawatha Blvd, West, Syracuse, NY, 13204-1131 be and is hereby accepted for root control services for the Sewer Department in the amount of Forty-nine Thousand, Nine Hundred Fifty-one Dollars and Twenty-three Cents ($49,951.23).

_____

Brian K. Grim, Mayor

Source of Funding:

003.320.20100	$33,191.45
003.320.40200	$16,759.78
	$49,951.23

Gmail by Google

Cindi Mertens <cindi.mertens@cumberlandmd.gov>

Approval request - Duke's

2 messages

Cindi Mertens <cindi.mertens@cumberlandmd.gov> Wed, Oct 11, 2017 at 12:52 PM
To: Jeff Rhodes <jeff.rhodes@cumberlandmd.gov>

Hi Jeff,

Requesting a sole-source approval for Duke's Root Control to provide services for the Sewer Department in the amount of $49,951.23.

Duke's is our warranted company. The City is invoiced every two years for root control as part of the guarantee, which was set up by Dave Curry years ago.

Once approved, I will enter this on the M&CC agenda for next week.

Thank you,

Cynthia L. Mertens
City of Cumberland
Utilities Division/Central Services
301-759-6427
cindi.mertens@cumberlandmd.gov

Jeff Rhodes <jeff.rhodes@cumberlandmd.gov> Wed, Oct 11, 2017 at 3:12 PM
To: Cindi Mertens <cindi.mertens@cumberlandmd.gov>

approved

Jeffrey D. Rhodes, ICMA-CM
City Administrator
City of Cumberland, Maryland
301-759-6424

Email: jeff.rhodes@cumberlandmd.gov
Website: www.cumberlandmd.gov

[Quoted text hidden]

Item # 13

DUKE'S
Root Control, Inc.

1020 Hiawatha Blvd, West
Syracuse, NY 13204-1131
(800) 447-6687 (315) 475-4203 (FAX)

INVOICE

No. 13258

SOLD TO
ACCOUNTS PAYABLE
CITY OF CUMBERLAND
400 EAST OFFUTT STREET
CUMBERLAND, MD 21502

Auth By JOHN SCARLETT

Dept. SEWER MAINTENANCE

Job Number	Cust #	Invoice Date	Customer PO #	Ship Via	Product Code
17-0465	M336	9/28/2017	N/A	N/A	401

QUANTITY	UNIT	DESCRIPTION	PRICE	AMOUNT
5,227.00	FEET	24" PIPE SEWER ROOT CONTROL EVITTS CREEK Federal Tax Number: 75-3026801	6.35	33,191.45

Brooke Asell

NET INVOICE	33,191.45
FREIGHT	0.00
SALES TAX	0.00
TOTAL	33,191.45

TERMS: NET 30 DAYS
INVOICES NOT PAID WITHIN 30 DAYS ARE SUBJECT TO A SERVICE CHARGE OF 1 1/2% PER MONTH, WHICH IS AN ANNUAL RATE OF 18%

Item # 13

DUKE'S
Root Control, Inc.

1020 Hiawatha Blvd, West
Syracuse, NY 13204-1131
(800) 447-6687 (315) 475-4203 (FAX)

INVOICE

No. 13257

SOLD TO
ACCOUNTS PAYABLE
CITY OF CUMBERLAND
400 EAST OFFUTT STREET
CUMBERLAND, MD 21502

Auth By JOHN SCARLETT

Dept. SEWER MAINTENANCE

Job Number	Cust #	Invoice Date	Customer PO #	Ship Via	Product Code
17-0465	M336	9/28/2017	N/A	N/A	401

QUANTITY	UNIT	DESCRIPTION	PRICE	AMOUNT
1.00	EACH	HOUSE LATERAL ROOT CONTROL	125.00	125.00
928.00	FEET	6" PIPE SEWER ROOT CONTROL	1.59	1,475.52
6,042.00	FEET	8" PIPE SEWER ROOT CONTROL	1.59	9,606.78
1,552.00	FEET	10" PIPE SEWER ROOT CONTROL	1.76	2,731.52
648.00	FEET	12" PIPE SEWER ROOT CONTROL	1.92	1,244.16
445.00	FEET	15" PIPE SEWER ROOT CONTROL	2.73	1,214.85
57.00	FEET	24" PIPE SEWER ROOT CONTROL	6.35	361.95
		Federal Tax Number: 75-3026801		

Brooke Cassell

NET INVOICE	16,759.78
FREIGHT	0.00
SALES TAX	0.00
TOTAL	16,759.78

TERMS: NET 30 DAYS
INVOICES NOT PAID WITHIN 30 DAYS ARE SUBJECT TO A SERVICE CHARGE OF 1 1/2% PER MONTH, WHICH IS AN ANNUAL RATE OF 18%

Item # 13

Regular Council Agenda
October 17, 2017

Description

Order appointing J. Matthew Gilmore, Raymond Morriss, Mary Beth Pirolozzi, Dale Sams, and John R. Smyth, Jr. to the Citizen Advisory Commission on Salaries and Benefits effective October 17, 2017

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

- Order -

of the

Mayor and City Council of Cumberland

MARYLAND

ORDER NO. _____ **DATE:** __October 17, 2017_

ORDERED, By the Mayor and City Council of Cumberland, Maryland

THAT, J. Matthew Gilmore, Raymond Morriss, Mary Beth Pirolozzi, Dale Sams, and John R. Smyth, Jr. be and are hereby appointed to the Citizen Advisory Commission on Salaries and Benefits effective this date.

_____

Brian K. Grim, Mayor

Regular Council Agenda
October 17, 2017

Description

Letter from Police Chief Charles Hinnant advising that a public information session will be held Wednesday, November 1, 2017 at 5:30 p.m. at the Cumberland City Hall Council Room, 57 N. Liberty Street, Cumberland, MD 21502, as part of the on-site assessment requirements for the Cumberland Police Department's program to obtain CALEA Accreditation Status. During this meeting, individuals wishing to comment on the CPD's ability to comply with CALEA standards will be provided an opportunity to speak.

Approval, Acceptance / Recommendation

☐ Budgeted

☐ 1st Reading
☐ 2nd Reading
☐ 3rd Reading

Value of Award (if applicable)

Source of Funding (if applicable)

City of Cumberland
Department of Police
20 Bedford Street, Cumberland, Maryland 21502
Tel: 301-777-1600 Fax: 301-759-6544 cpd@cumberlandmd.gov

Charles H. Hinnant
Chief of Police

October 17, 2017

Mayor and City Council of Cumberland
City Hall
57 N. Liberty Street
Cumberland, MD 21502

Dear Mayor Grim and City Council:

As we move forward in our CALEA accreditation process, a team of assessors will arrive in Cumberland October 30, 2017, to examine all aspects of the Cumberland Police Department's policies and procedures, management, operations, and support services. Verification by the team that the Cumberland Police Department meets the Commission's state-of-the-art standards is a highly-prized recognition of law enforcement professional excellence.

The assessment team is comprised of law enforcement practitioners from similar out-of-state agencies. The assessors will review written materials, interview individuals, visit offices and other places where compliance can be witnessed. The assessors are Sheriff Howard Niemeier of Kentucky's Bracken County Sheriff's Office and Lieutenant Charles Groover of Georgia's Covington Police Department.

As part of the on-site assessment, City of Cumberland employees and members of the community are invited to offer comments at a public meeting scheduled Wednesday, November 1, 2017, at 5:30 p.m. in the Cumberland City Hall Council Room, 57 N. Liberty Street, Cumberland, MD, 21502. If for some reason an individual is not available to speak at the public information session but would like to provide comments to the assessment team, they may do so by telephoning 301-759-6532 between 3:00 p.m. and 5:00 p.m. Wednesday, November 1, 2017, or by sending an e-mail to ***cpd-calea@cumberlandmd.gov.***

Telephone comments as well as appearances at the public information session are limited to 10 minutes and must address the agency's ability to comply with CALEA standards. Anyone having questions as to the content of the standards may contact Accreditation Manager, Lt. Chuck Ternent, at 301-759-6454. Persons wishing to offer written comments about the Cumberland Police Department's ability to meet the standards for accreditation may write to the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA), 13575 Heathcote Boulevard, Suite 320, Gainesville, Virginia 20155.

Any comments offered by council in person or by telephone would be greatly appreciated.

Charles H. Hinnant
Chief of Police