



# Mayor and City Council of Cumberland

*Mayor* Raymond M. Morriss  
*Councilman* Richard J. "Rock" Cioni  
*Councilman* Eugene T. Frazier  
*Councilman* Joseph P. George  
*Councilwoman* Laurie P. Marchini

City Administrator Jeff Silka  
City Solicitor Michael S. Cohen  
City Clerk Marjorie A. Woodring

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## AGENDA

M&CC Regular Public Meeting  
City Hall Council Chambers, 57 N. Liberty St., Cumberland

DATE: November 02, 2021

### OPEN SESSION

#### Pledge of Allegiance

#### Roll Call

#### Statement of Closed Meeting

1. Summary statement of closed meeting held October 27, 2021

#### Presentations

1. Quarterly presentation of awards to employees who have reached career milestones with the City of Cumberland

#### Proclamations

1. Proclaiming the month of November, 2021 to be Family Court Awareness Month in the City of Cumberland

#### Director's Reports

##### (A) Administrative Services

1. Administrative Services monthly report for August, 2021

##### (B) Engineering

1. Engineering Division monthly report for October, 2021

##### (C) Public Works

1. Maintenance Division monthly report for September, 2021

## Approval of Minutes

1. Approval of the Closed Session Minutes of August 10, 2021, and the Regular Session Minutes of September 21, 2021

## Unfinished Business

### (A) Ordinances

1. **Ordinance 3902** (*2nd and 3rd readings*) - accepting the bid from RM & GM, LLC from the "Round III Surplus Property Sale" for the purchase of 130 Polk Street for the amount of \$2,500 and authorizing execution of a deed to effect the conveyance
2. **Ordinance 3903** (*2nd and 3rd readings*) - accepting the bid from the "On-going Surplus Property Sale" for 3 Altamont Terrace from David W. Smith for the amount of \$100 and authorizing execution of a deed to effect the conveyance
3. **Ordinance 3904** (*2nd and 3rd readings*) - to repeal and reenact with amendments Sections 16-1 through 16-6 of the City Code to update employee paygrades

## New Business

### (A) Ordinances

1. **Ordinance 3905** (*1st reading*) - approving an application to amend the City's zoning map to rezone property at 718 Frederick Street from R-U (Urban Residential) to R-R (Rehabilitation and Redevelopment) Floating Zone
2. **Ordinance 3906** (*1st reading*) - accepting the bid from Michael W. and Kimberly A. McKay for the purchase of 17 Paw Paw Alley and authorizing execution and conveyance of a deed to effect the transfer

### (B) Orders (Consent Agenda)

1. **Order 26,894** - accepting the sole source proposal from Gwin, Dobson & Foreman in the not-to-exceed amount of \$26,870 to support the City's efforts to renew the Water Allocation Permit from the PA Department of Environmental Protection for the Water Filtration Plant
2. **Order 26,895** - approving the sole source purchase of one (1) New Ford F150 Extended Cab Pickup Truck and one (1) New Ford F150 Regular Cab Pickup Truck from Keystone Ford using CoStars joint purchase pricing in the total amount not-to-exceed \$69,474
3. **Order 26,896** - accepting the sole source proposal from Belt Paving, Inc. for the "Merchant's Alley and Kelly Road Paving Project (22-21-P)" in the estimated lump sum cost of \$68,295
4. **Order 26,897** - approving a one-time Historic District Property Tax Credit in the amount of \$2,343.50 for 600 Washington Street (Tax No. 06-017118) to be used within five (5) years, and a one (1) year property tax assessment freeze

- 5. Order 26,898** - authorizing execution of a Second Amendment to the current Collective Bargaining Agreement with AFSCME #553 to allow for 12-hour shifts for employees at the Water Reclamation Plant and Water Filtration Plant
- 6. Order 26,899** - declaring City-owned properties 107 Springdale Street, 109 Springdale Street, 105 Grand Avenue, 14 W. First Street, and 417 Broadway Street as surplus and authorizing them for sale to the general public
- 7. Order 26,900** - authorizing the City Administrator or their designee to execute contracts with new hires at the Water Reclamation Facility and the Water Filtration Plant to provide terms by which new hires agree to remain employed in the department they were originally hired into and are not eligible to transfer to another department for a period of five (5) years from their date of hire

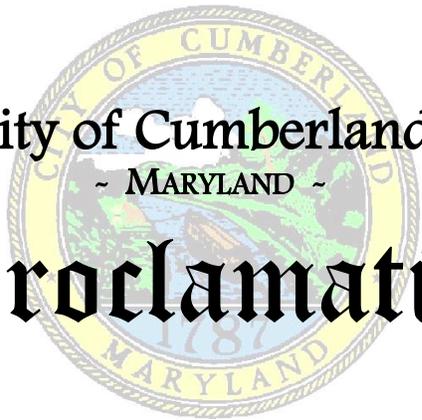
### **Public Comments**

All public comments are limited to 5 minutes per person

### **Adjournment**

**File Attachments for Item:**

1. Proclaiming the month of November, 2021 to be Family Court Awareness Month in the City of Cumberland



City of Cumberland  
~ MARYLAND ~

# Proclamation

**WHEREAS,** *the mission at One Mom’s Battle (OMB) and the Family Court Awareness Month Committee (FCAMC) is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children; and*

**WHEREAS,** *the mission at the FCAMC is to increase awareness on the importance of education and training on domestic violence, childhood trauma and post separation abuse for all professionals working within the family court system; and*

**WHEREAS,** *the mission at the FCAMC is to educate judges and other family court professionals on the empirical data and research that is currently available. Such research is a critical component to making decisions that are truly in the best interest of children. This research includes The Adverse Childhood Experiences (ACE) Study (CDC-Kaiser Permanente), Saunder’s Study (Us Department of Justice), The Meier Study: Child Custody Outcomes in Cases Involving Abuse Allegations, and the Santa Clara Law Study (Confronting the Challenge of High-Conflict Personality in Family Court); and*

**WHEREAS,** *the mission at the FCAMC is fueled by the desire for awareness and change in the family court system while honoring the 800(+) children who have been murdered by separating or divorcing parents.*

**Now, Therefore, the Mayor and City Council of Cumberland,**  
*do hereby proclaim the month of November, 2021 to be*

## “Family Court Awareness Month”

*in the City of Cumberland and commend its observance to all citizens.*

Given under our Hands and Seals this 2<sup>nd</sup> Day of November, in the Year 2021,  
with the Corporate Seal of the City of Cumberland hereto attached,  
duly Attested by the City Clerk.

**ATTEST:**

**MAYOR AND CITY COUNCIL  
OF CUMBERLAND**

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*Marjorie A. Woodring*  
**City Clerk**

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*Raymond M. Morriss*  
**Mayor**

**File Attachments for Item:**

. Administrative Services monthly report for August, 2021

# Administrative Services Monthly Report for August 2021

**November 2, 2021**

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, 2021.

## **Information Technology Department**

August 2021

### **Statistics**

153 completed help desk requests

124 open help desk requests

### **Activities**

Major department initiatives in the past month include:

- Continue resolving issues with and refining mobile data terminal setup
- Continue making changes to update our network environment and improve security
- Work with vendor to replace police Livescan fingerprint machine
- Work with vendor to upgrade cameras and DVRs in some city buildings
- Work with Cisco on WebEx camera demo

## **Parks and Recreation**

August 2021

**Movies under the Stars** – Friday August 20, at the Constitution Park Pool – “Trolls on Tour” 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:** Five concerts were held at the Park Amphitheater in August – Frostburg Arion Band, Back Beat, Jazzitis, Shanty Irish, and Pan Jammin’s Steel Drum Band, performed. Funding for this program is provided by the City of Cumberland, Parks & Recreation.

**National Night Out-** Pre-event Monday August 2, Free Swim and youth activities and give away held at the Constitution Park pool. Attendance – 250 +

**Pavilion Reservations** and usage for the month of August: 36 reservations utilized pavilions,  
6 new reservation were made in August  
2 cancellation of pavilions due to increased number of Covid cases.

**Baseball/ Softball League** play and practices for August:

The City of Cumberland provides fields for the following leagues:

Pee Wee Football team – Renegades – practices, & scrimmage

Girls Softball League – Fall Ball

Dapper Dan Fall Baseball

Industrial League

Co-ed League

Two Adult Softball Tournaments

\*\*Football and Soccer practices began in August at the Mason Complex,

**Mason Cup – Marble Tournament** – Held at Constitution Park Marble Rings August 14 & 15  
Event held at the New Marble Rings, located in Grove 4, at Constitution Park

### **Constitution Park Pool**

**The Park pool was closed August 23-27 and August 30 – September 3 – (Public School opened for the school year.) The Pool** reopened for the weekend of August 28 & 29 and again Labor Day Weekend, **September 4 - 6**  
24 Days of Operation (Possible)

9 Days closed early/ did not open due to inclement weather

Regular gate Attendance: 1,334

Total gate income for the Month of August \$ 5,611.50

Attendance from pool passes – 299

Other group usage – 52

7 Pool Parties – Attendance - 255

Swimming lessons - Monday – Thursday 11-11:45 a.m. 76 – participants for 8 lessons

## **Constitution Park Day Camp**

10 Days of Day Camp – Attendance: 311

Daily activities include: Sports related games, Tennis, Arts & Crafts, Dance & music, Breakfast, Lunch, snack, afternoon swimming, “Fun Friday” Special event day.

*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.

- **Summer Lunch Program** the Parks & Recreation Department serves as sponsor for the **Summer Lunch Program** for Cumberland. Area sites include Constitution Park Day Camp, and YMCA Riverside summer program
- **August meals served** – Breakfast: 387, Lunch: 425

*Summer Lunch Program 2021 season totals:*

*Breakfast: 1,640, Lunch: 1,839served*

### **Meetings attended:**

Staff Meeting

Day camp – meetings & clean up

Recreation Advisory Board Meeting 8/23/2021

ARPA Funding Meeting

Community Parks & Playground Grant project meetings

Splash Pad project meeting

Metro Recreation (Miracle Recreation) Representative

Five Year Plan Meeting & work

### **Upcoming:**

Wrap up of pool operations and summer

Recreation Advisory Board Meeting – September 13

Planning for fall events

Continued work/wrap up of the P&R Five Year plan

## **Community Development Report**

August 2021

## **CODE COMPLIANCE**

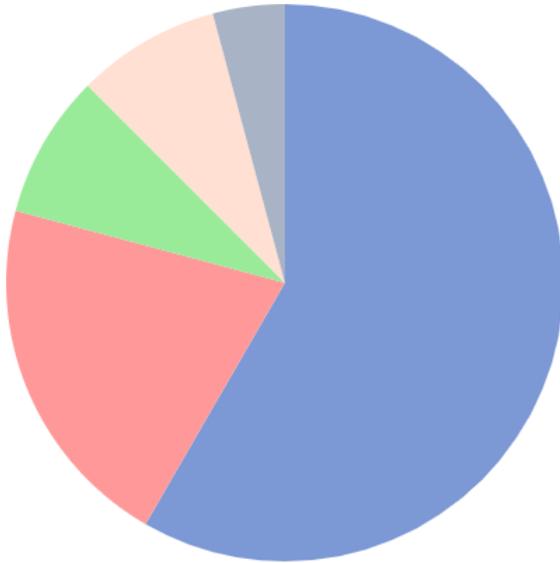
### **Code Enforcement Activity:**

61 new cases received - 17 of those are still open

24 violations were found.

88 cases have been resolved.

Open Date From: 08/01/2021  
 Open Date To: 08/31/2021



Violations by Violation Type		
14	Cutting of weeds	58.3%
5	Dwellings, yards and lots to be kept clean	20.8%
2	Order to vacate	8.3%
2	Standards for good repair and safe condition	8.3%
1	Notice	4.2%

**PERMITS & RENTAL LICENSES**

**ISSUED - Permits, Reviews, and Licenses**

40 Permits/Reviews issued

**Building**

Residential..... 2  
 Commercial..... 2

**Demolition**

Residential ..... 0  
 Commercial ..... 0

**Electrical**

Residential ..... 5  
 Commercial ..... 1

**Miscellaneous**

Residential..... 5  
 Commercial..... 0

**Occupancy**

Residential..... 0  
 Commercial..... 5

**Plumbing**

Residential ..... 1  
 Commercial ..... 1

**Commercial Signage**

Commercial ..... 2

**Use Public ROW**

Total issued..... 5

**Utility**

Residential..... 3  
 Commercial..... 0

**Rental Licenses**

Issued ..... 649

**Rental Inspections.**

Conducted: ..... 38  
 Passed..... 38  
 Failed..... 0

**Certificates of**

**Appropriateness**  
 Issued..... 8

**Change Amend.**

Issued..... 1

**Plans, Reviews, Amendments and Appeals**

(ZA, SPR, SR, ZMA, ZTA, SRA)

Issued ..... 0

**Revenue from 'Issued' Permits/Reviews**

Building Permits.....	\$1,950.00
Miscellaneous Permits.....	75.00
Occupancy Permits.....	150.00
Sign Permits.....	110.00
Utility Permits.....	9,744.19
Plan Reviews, Amendments & Appeals.....	0.00

Zoning Classification Determination. (info request).....	0.00
Municipal Infractions (Citation).....	0.00
Certificates of Appropriateness .....	90.00
Rental Licenses (new & renewals) .....	34,025.00
Paid Rental Inspection Requests .....	0.00
<b>TOTAL .....</b>	<b>\$46,324.19</b>

Demolition Permit – Bonds ..... \$0.00

**Noted Activity:**

- Permit was approved for a Cumberland Gateway project with estimated costs of \$581,400.00.
- 3<sup>rd</sup> round of Surplus City Property Sales listed 18 properties and the City received bids on 7 properties by the 8/11/21 deadline.

**COMMUNITY DEVELOPMENT PROGRAMS**

August 2021

**Community Development Block Grants:**

*(no updates for August)*

**Historic Planner/Preservation Coordinator**

August 2021

*(K. McKenney is on Medical Leave and no report was received for August – Here’s what we know)*

- Prepared and distributed the August 11th Historic Preservation Commission meeting agenda and packets
- Assisted the HPC with their 8/11/21 meeting.
- Sent determination letters out to all applicants whose projects were reviewed by the HPC
- M&CC approved modifications for the ordinances that provide the local historic district tax incentives. This clarification now confirms that properties within the Certified Heritage Area, as it currently exists after the 2017 expansion, as well as if it might expand in the future, will be eligible for these incentives. Beforehand, the ordinances equate the locally zoned historic district and the Canal Place preservation district which originally shared the same boundaries as the definition of the heritage area.

**Comptroller’s Office**

August 2021

**Cash Flow:**

Attached for your review is a Cash Flow Summary for the month of August 2021.

On August 1, 2021, the City had a cash balance of \$20.1 million. Receipts exceeded disbursements by \$1.4 million resulting in a cash balance of \$21.5 million at August 31, 2021.

As of August 31, 2021, the significant tax receivable balances were as reflected in the table below.

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

Real property (non-owner occupied)	\$3,339,120
Non-Corp Personal Property	9,027
Corporate Personal Property	474,608
Real Property (semiannual payments)	2,599,353
Real Property (Half Year)	0
	\$6,422,108

The City's liquidity position continues to be strong as illustrated in the following cash and investments 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, 2021**

	Cash	Investments
Beginning Balance	\$ 20,058,910	\$ 12,889,268
Add:		
Cash Receipts	9,663,781	-
Investment Transfer	14,471	(14,471)
Less:		
Disbursements	8,260,660	-
Investment Transfer	-	-
Ending Balance	\$ 21,476,502	\$ 12,874,797
Restricted	\$ 11,743,469	\$ 6,987

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

**Restricted Cash**

	8/1/2021	Increase	Utilization	8/31/2021
Police Seizures	\$ 111,053	\$ -	\$ 2,445	\$ 108,608
Bowers Trust	50,709	-	-	50,709
Street Improvement	-	-	-	-
GOB 21	3,731,726	348	-	3,732,074
ARPA Funds	8,400,449	800	605,285	7,795,964
Other	56,113	-	-	56,113
	\$ 12,350,050	\$ 1,148	\$ 607,730	\$ 11,743,468

**Restricted Investments**

	8/1/2021	Increase	Utilization	8/31/2021
DDC	\$ 6,987	\$ -	\$ -	\$ 6,987

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.

GOB 21 is the FY21 general obligation bond issuance restricted for scheduled capital projects, equipment and closing costs.

**Capital Projects and Associated Debt:**

The tables below illustrate undrawn Maryland CDA bond proceeds as well as the accumulated debt draws and grants received associated with the Combined Sewer Overflow (CSO) projects.

**Available Bond Proceeds**

	8/1/2021	Issue	Utilization	8/31/2021
CDA 2015	\$ 185,713	\$ -	\$ -	\$ 185,713
CDA 2019	2,325,328	-	-	2,325,328
GOB 21	3,731,726	-	(348)	3,732,074
	\$ 6,242,767	\$ -	\$ (348)	\$ 6,243,115

**CSO Projects Debt Draws**

	8/1/2021	Issue	Utilization	8/31/2021
Evitts Creek Debt	\$ 143,260	\$ -	\$ -	\$ 143,260
Evitts Creek Grant	-	-	-	-
78" Pipeline Debt	6,075,000	-	-	6,075,000
78" Pipeline Grant	46,338,080	-	-	46,338,080

The GOB21 \$348 balance increase in July was for interest earned.

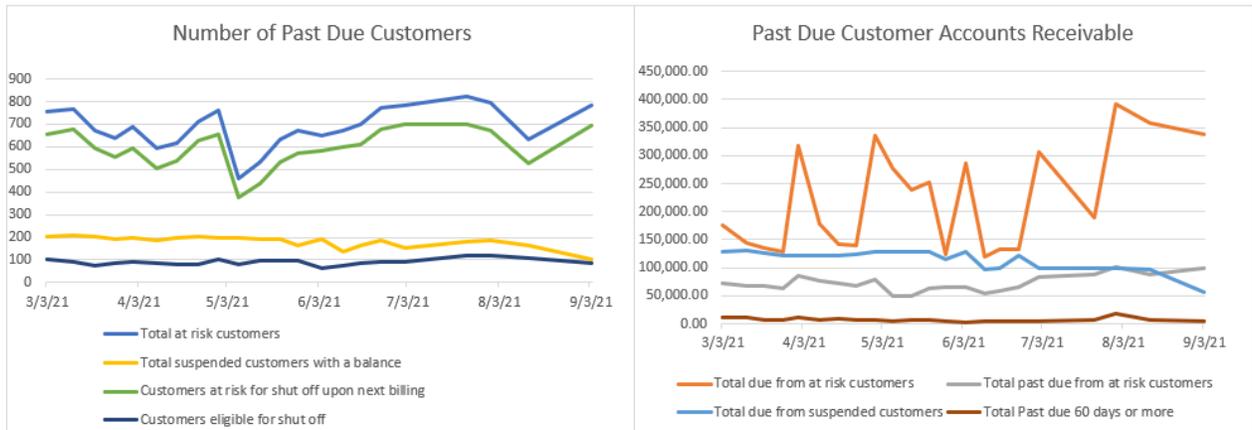
Phase 3 of the Evitts Creek CSO project is in the engineering phase with the majority of the necessary funding in place. Phase 4 planning phase costs are budgeted in FY 2022. The 78" pipeline project is budgeted to begin construction during FY 2022.

**Utility Collections:**

Total past due peak fluctuations continue to range from a high of \$101K on July 31<sup>st</sup>, 2021 to a low of \$50K on May 7<sup>th</sup>, 2021. As of September 3, 2021, the total past due 30 days or more is \$155K for 781 customers and an additional 103 suspended customers (\$56K past due). Past due from suspended customers remains fluctuating with no stable reduction.

There is a downward trend in customers at risk for shut off and those eligible for service termination. Compared to July 2021, 33 fewer customers are eligible for service termination, down to 86 from 119. Amounts past due 60 days or more have decreased by \$15K from \$19,200 to \$4,200.

The City continues to provide communications of where to seek financial assistance, collaborate with financial assistance providers and offer four (4) month payment plans.



\*Amounts do not include inactive accounts

## COVID-19:

### *Funding*

On March 11<sup>th</sup>, the U.S. President signed the American Rescue Plan Act (ARPA). The bill includes \$350 billion for state, local and tribal government relief and is said to be more weighted to states with lower population. The City is receiving \$19,595,850 (50% in the current year and the second half one (1) year after). On June 1, 2021, the first 50% was received in the amount of \$9,797,925. The U.S. Treasury issued guidance in May 2021 providing greater details on the eligible uses and priority of these funds in a 134-page guidance document called the Interim Final Rule. These are:

- **Support public health expenditures**, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic

- **Provide premium pay for essential workers**, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet

CARES Act funding previously received and utilized by the City totals \$688,750 for hazard pay, COVID-19 testing events, City Hall rotunda monitoring, software, unemployment claims, as well as lost revenue, and personal protective equipment to guard against COVID-19.

*Funding (as of August 31st, 2021)*

- Source and Utilization:

<b>Funding Source</b>	<b>Awarded</b>	<b>Utilization</b>
Department of Justice Hazard Pay	39,559	39,559
Allegany County Health Department PPE	24,635	
General		18,440
Facilities and Equipment		6,195
US Stimulus Care Act Relief Lost Revenue	54,801	54,801
Allegany County CARES Act Passthrough	583,176	
Hazard Pay		231,118
City Hall Rotunda Monitor		7,714
Unemployment Claims		6,366
COVID Testing Events		18,014
Software		39,967
PPE		
General		32,709
Facilities and Equipment		128,867
Business Loan Program		50,000
CDBG Hazard (Premium) Pay	55,000	55,000
American Rescue Plan Act (ARPA)	19,595,850	
Respond to the health emergency		-
PPE		
General		-
Facilities and Equipment		-
Premium Pay		833,952
Revenue Loss		1,224,870
Infrastructure Investments		
Water		-
Sewer		-
Broadband		-
Total:	\$20,353,022	\$ 2,747,572

- Funds available for use.

Purpose	Awarded	Allocation			Funds		
		Budgeted	Utilized	Remaining	Received	Utilized	Remaining
American Rescue Plan Act (ARPA)	\$19,595,850				\$ 9,797,925		
Respond to the health emergency							
Community Programs							
PPE		\$ 55,000	\$ -	\$ 55,000			
General							
Facilities and Equipment							
Premium Pay		\$ 833,952	\$ 833,952	\$ -		\$ 833,731	
Revenue Loss		\$ 6,537,558	\$ 1,224,870	\$ 5,312,689		\$1,224,870	
Infrastructure Investments							
Water							
Sewer							
Broadband							
Unallocated		\$ 12,169,561	\$ -	\$12,169,561			
Total:	\$19,595,850	\$ 19,596,072	\$ 2,058,822	\$17,537,250	\$ 9,797,925	\$2,058,600	\$7,739,103

Respectfully submitted,

Ken Tressler  
Interim City Administrator/  
Director of Administrative Services

*sln*

**File Attachments for Item:**

. Engineering Division monthly report for October, 2021

**City of Cumberland, Maryland**  
**Engineering Division - Monthly Report**

Capital Projects						October 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2008	05-08-S	Evitts Creek CSO Upgrades Phase III (gravity sewer under railroad)	Replacement of CSO line connecting Evitts Creek Pump Station effluent with gravity line that parallels the Canal Towpath. Said gravity line is being replaced under project 17-03-S(1).	Design	<b>NO CHANGE</b> - WRA received notice from CSX on 7/7/21 stating that they would no longer allow access in yard for any investigative or rehab activities. City and WRA now assessing next steps of negotiation with CSX in order to attain access to failing sewer lines.	MDI	7/22/2021
2008	06-08-S	Interceptor Sewer to Evitts Creek Pump Station Phase IV	This is the sewer along Evitts Creek upstream of the Pump Station. Project is to evaluate existing line and determine if repair or replacement is best option.	Design	<b>UPDATE</b> - Engineer (GD&F) working on preliminary report, with occasional support from City. Sewer line to be cameraed in November by USG.	MDI	10/22/2021
2013	1-13-FPM	Flood Control System Concrete Repairs	Repairs to various points of FCS system per USACOE inspection	Construction	<b>NO CHANGE</b> - Carl Belt has completed approximately 90% of this project. Only remaining item is to repaint the trash rack at the Dry Run Detention Dam. Existing paint has lead contamination, thus requiring abatement by certified contractor.	MDI	10/8/2021
2014	04-14-WWTP	Sludge Screening Study/Design	Study to select the best alternative to keep rags out of the recently cleaned and modified digester because the modifications will make it impossible to revive rags in the future.	Design	<b>NO CHANGE</b> Need/Benefit of the project is being reevaluated, and for now the project is on hold. Design is complete and the project will remain on this report for the time being.	RLS	4/2/2018
2014	19-14-M	Greene Street Complete Street Plan	Planning Study for Greene Street	Planning	<b>NO CHANGE</b> - The Design Report from Alta Planning + Design was submitted and presented to the Mayor and City Council. The plan to start work on Construction Funding Applications has been delayed because of the Baltimore Street Project, which would have been competing for the same funds. This project still needs to be done and should be a priority in the future.	RLS	6/1/2017
2015	9-15-M	Potomac River Walk	The Study Phase of this project is being done through the Cumberland MPO and consists of a Walk / Trail for pedestrians and bikes along the Potomac River between Wills Creek and the YMCA	Study	<b>NO CHANGE</b> -This project has been turned over to Canal Place. Engineering Services for Design were received. Recommendation from the committee was to award to CEC.	RLS	8/9/2019
2015	18-15-S	CSO Water Quality Analysis	Base line data collection for analysis of future CSO needs after CSO Storage is on line.	Planning	<b>No CHANGE</b> Project continues. Staff are taking regular scheduled stream samples for e-Coli analysis at this time. Rainy days (once a month) are the target for sampling at this time.	RJK	7/20/2021
2015	19-15-M	WWTP & Collection System Asset Management Plan	Development of an Asset Management Plan	Planning	<b>COMPLETE NO CHANGES</b> Asset Management Program/Capital Improvement implementation. Working on Survey 123 and Collector with Sewer & Water Staff. Work is	RJK	7/20/2021
2016	12-16-M	Baltimore Street Access Improvement - Final Design	The purpose of the New Baltimore Street Town Center project is to reopen and improve Baltimore Street, which is currently configured as a pedestrian mall, to vehicular traffic while maintaining elements of the mall.	Design	<b>UPDATED</b> - The PS&E package was resubmitted to MDOT SHA on Oct. 15th.	JRD	10/25/2021

**City of Cumberland, Maryland**  
**Engineering Division - Monthly Report**

Capital Projects						October 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2016	17-16-M	Stage Renovations at Liberty Street Stage	Replace wood stage with Concrete	Design	<b>NO CHANGE</b> - This project would be unnecessary if the Baltimore Street Access project is executed. The project will remain on this list until the Baltimore Street project moves to construction.	RLS	5/15/2019
2016	18-16-BR	John J. McMullen, Bridge No. A-C-01 Repairs	Bridge Repair	Planning	<b>NO CHANGE</b> - RFP for design phase of project has been prepared and will be advertised in early August. Construction phase also expected to commence in FY22.	MDI	7/22/2021
2016	19-16-S	78" Parallel Pipeline from Mill Race to CSO	78" Pipeline to CSO tank in accordance with Consent Decree	Design	<b>UPDATE</b> - Design work is on hold until further discussions are held with USACE about gaining their approval for the project. There is no schedule for completing the acquisitions at this time.	RLS	7/27/2021
2017	2-17-FPM	Flood Control Encroachment removal Project	The City as the Local Sponsor of the Flood Control Project is expected to maintain the easements along the Flood Control Project, however the area along Wills Creek and other areas were never given any comments until the Corps of Engineers standards changed. Completion of this project is necessary to allow the City to get a Satisfactory rating on its annual Flood Control Inspections.	Planning	<b>NO CHANGE</b> - This project has been delayed because of other work, but must be done. A tree removal project has been bid out and a contractor selected to do the work of removing trees in the encroachment area.	RLS	7/11/2018
2017	3-17-M	Route 51 Bridge 12" Waterline Replacement	Replace water line on bridge as part of SHA Bridge Deck Project	Construction	<b>UPDATED</b> - The water line work has begun. Will receive update on the status in mid August	RLS	7/27/2021
2017	18-17-M	Maryland Avenue Development	This is not and Engineering Project, but included here to cover future department work with the development.	Design	<b>NO CHANGE</b> - Phases 1 & 2 of the Cumberland Gateway project has moved into construction. The Department will support future phases for stormwater management reviews and traffic design support.	RLS	3/26/2021
2017	29-17-UTIL	VOID See 19-15-M	VOID				
2017	31-17-W	Decatur Street 24" Crosstown Water Main Replacement	Prior to designing the water main replacement a more detailed Water Model analysis of the City's system will be done to make sure the issues are being properly addressed. Design will follow.	Design	<b>UPDATE</b> - The project has been awarded to Carl Belt Inc, and was approved by MDE on Sept. 15, 2021. A preconstruction meeting was held on 10/5/2021. The contractor was notified that the earliest they may start receiving pipe is sometime in Nov. 2021. The contractor will need to provide a construction schedule for approval.	JRD	10/2/2021
2018	08-18-BR	Cumberland Street Bridge Replacement	This project will replace the bridge structure.	Design	<b>NO CHANGE</b> - The preliminary engineering reports have been submitted and environmental clearance has been approved. Waiting on authorization from MDOT to move into the final engineering stage.	RLS	6/3/2021
2018	09-18-BR	Baltimore Street Bridge Replacement	This project will replace the bridge structure.	Design	<b>NO CHANGE</b> - The PS&E package has been submitted. The City expects to advertise this Spring.	RLS	6/3/2021

**City of Cumberland, Maryland**  
**Engineering Division - Monthly Report**

Capital Projects						October 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2018	22-18-M	Solid Waste and Recycling Collection	Contract documents for the FY20 garbage and recycling collection bid process	Planning	<b>NO CHANGE</b> Operating in Year 3 of the contract.  Discussions have begun with Waste Management (Transfer Station), Noble Environmental (Mountainview Landfill) and Burgmeier's Hauling in regards to renewal rates. Rate proposals to renew the contract for FY23 & FY24 expected by Jan 1, 2022 for review.  Depending on the date of the expected closure of the landfill, the City may receive renewal rates for consideration from both disposal companies listed above.	RJK	10/19/2021
2018	25-18-BR	SHA Project: Replacement of MD 51 Bridge Deck	Replace the water line under the industrial blvd bridge under a MDOT bridge rehabilitation project	Construction	Refer to project 3-17-W	RLS	10/11/2018
2018	26-18-M	Ridgeley Levee System Certification					
2018	31-18-WFP	Pine Ridge Water & PUC Rate Issues	Project involves determining a path forward regarding the supplying of PA residents with water	N/A	<b>NO CHANGE</b> - City staff continues to work through issues with PA regulators about water issues	RLS	1/28/2020
2018	32-18-FPM	Rehabilitation Assistance for Flood Damages to Flood Risk Management Projects	Request USACE to make repairs or provide funding to address flood control issues	Planning	<b>NO CHANGE</b> - The USACE has denied financial support due to the flood control being in an unacceptable condition. The City is looking to enter the SWIF program to receive aid to get financial support for construction.	RLS	10/12/2018
2018	43-18-BR	Fayette Street Bridge Replacement	This project will replace the bridge structure.	Planning	<b>NO CHANGE</b> - The bridge has been opened for one lane of traffic. The bridge will be replaced in the future.	RLS	2/26/2020
2018	44-18-BR	Washington Street Bridge Replacement	This project will replace the bridge structure.	Planning	<b>NO CHANGE</b> - Studies have been returned and subject to CSX negotiations.	RLS	8/5/2019
2019	5-19-M	Virginia Ave Lot Demolition	Remove two structures and retaining walls at 6, 8 and 10 Virginia Ave.	Construction Bidding	<b>NO CHANGE</b> - The grading plan has been approved by ASCD and the project has been turned over to Code Enforcement for demolition	RLS	8/5/2019
2019	7-19-WFP	Filter Building Pilot Study	Perform a study to evaluate the potential to replace current filter building with a new membrane/GAC building in the future. The City is required to perform a pilot study to validate the technology we are proposing to use.	Study	<b>UPDATED</b> - The pilot study is testing is complete and a draft of the final report has been reviewed/commented on by City Staff. Once the report is finalized, a formal report will be provided to the M&CC.	RLS	7/27/2021
2019	10-19-M	Residential Grass Mowing	Contract for mowing the residential properties within the City Limits which include blighted properties and recent demos.	Construction	<b>NO CHANGE</b> - Contract underway (No work through winter months)	DTG	10/28/2021
2019	11-19-M	Non Residential Grass Mowing	Contract for mowing the Commercial and Public Owned Properties within the City Limits. To include water tanks, City Hall, Public Safety and several others.	Construction	<b>NO CHANGE</b> - Contract underway (No work through winter months)	DTG	10/28/2021
2019	14-19-M	WWTP RMP Compliance Services	RMP Compliance for OSHA 29 CFR 1910	Planning	<b>UPDATE</b> Compliance work continues.	RJK	10/19/2021

**City of Cumberland, Maryland**  
**Engineering Division - Monthly Report**

Capital Projects						October 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2019	36-19-WWTP	Blower Building Switchgear Replacement	This project replaced the existing Blower Building Switchgear to reduce the 4160V down to 480V to improve the safety of the building and to adequately protect our equipment.	Construction	<b>UPDATE</b> - Contractor (S&S) began on-site construction in 5/25/21. All new equipment is on site, and everything has been installed except for Switch A. Switch B was tested by Square D reps on 9/24 and is now in service while Switch A is being installed. Switch A startup is scheduled for 10/29.	MDI	10/22/2021
2020	2-20-M	Frederick St Parking Garage Repairs	Repairing a spalled section of slab on grade in Frederick St parking garage, as well as looking into sealing all concrete driving surfaces	Planning	<b>NO CHANGE</b> - Researching proper repair systems for spalled concrete in parking garages. Working with Street Dept. to determine if city forces can make repairs.	MDI	1/24/2020
2020	6-20-S	Sanitary Sewer Lining Assessment	Performing a cost assessment on relining (CIPP) all sanitary sewer lines within city.	Planning	<b>NO CHANGE</b> - Based on list of "high risk" lines provided by sewer dept, have developed a preliminary cost estimate. Awaiting updated list from most recent cleaning and cameraing prior to moving forward with project.	MDI	3/30/2020
2020	9-20-M	Constitution Park Fill Disposal	Assessing potential clean fill dump sites for Public Works	Design	<b>NO CHANGE</b> - Public works has intalled all erosion controls and begun placement of fill @ Long Field site. A topo survey has been conducted at site #2 behind the pool. This site plan is currently being developed and will be ready for ACSD review by 10/15/21.	MDI	10/8/2021
2020	11-20-WFP	Koon Dam Repairs	Concrete repairs to the dam structure (spillway and downstream face) per the annual dam inspection recommendations.	Construction	<b>UPDATE</b> - Belt has completed all sidewalk repairs as of 10/1/21. Sub-contractor Allegheny Restoration is on site making repairs to dam spillway. Anticipated completion date is mid-November. Only approx. half of spillway repairs in original scope of work will be repaired due to unforeseen issues with concrete on spillway causing early usage of all budgeted square footage. Remaining repairs will be completed in a future project.	MDI	10/22/2021
2020	12-20-RE	Long Field Upgrades - Phase 1	Improvements to Long Field Concession and Restroom area. Upgrades include electrical improvements.	Construction	<b>NO CHANGE</b> - Completed SourceWell contracts with Carl Belt (sitework) and S&S Electric (electrical work) on 6/9/21. Contractors waited until completion of baseball season prior to initiation of work, and will be on site in the next couple weeks. Work includes concessions and restroom upgrades as well as field work.	MDI	7/22/2021
2020	13-20-WWTP	CSO Nine Minimum Controls Annual Review	A requirement of our LTCP and NPDES Report to look at these controls annually		<b>NO CHANGE</b> - NMC report spring 2021; finalized in May. Met with Public Works (WW and Sewer) to update NMC language for 2022.	RJK	10/19/2021
2020	14-20-M	Carver Building Repairs	Project to repair damage to the Carver Building				
2020	16-20-M	Queen City Drive ADA Improvements	Project will include upgrading sidewalk for ADA compliance along Queen City Drive at corners of Bedford and Frederick Streets, below McMullen Bridge.	Design	<b>NO CHANGE</b> - Part of CDBG 5-year plan. Developing a set of bid specifications to put to bid around March 2021. Bid documents ready for final internal review.	MDI	12/21/2020
2020	17-20-WWTP	CSO Long-Term Control Plan Projects/Schedule Review	Correspondences with MDE regarding the LTCP Projects and the Consent Decree (CO) end date: October 1, 2023.	N/A	<b>UPDATE</b> - All jurisdictions and AquaLaw to meet with MDE on the CO extension process on November 5, 2021.	RJK	10/19/2021
2020	20-20-W	General Permit 17HT Discharges from Tanks Pipes Other	Potable water system general permit for chlorinated discharge regulations regarding streams.	Planning	<b>NO CHANGE</b> Notification from MDE accepting the City's NOI received. Compliance with the new General Permit now underway.	RJK	6/2/2021

**City of Cumberland, Maryland**  
**Engineering Division - Monthly Report**

Capital Projects						October 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2020	29-20-S	Locust Grove Force Main & LaVale Water Main Replacement	Joint project between Allegany County Public Works & LaVale Sanitary Commission to replace the force main from the new Locust Grove Pump Station and replace water main to LaVale.		NEW -		
2020	30-20-SWM	Grow West Facility Expansion	SWM Review for proposed expansion of Grow West MD Facility @ the industrial park.	Construction	NO CHANGE - Contractor continues construction of expansion. City monitoring SWM situation at incomplete stage, as rainwater collection tanks have not been installed.	MDI	10/8/2021
2021	2-21-WWTP	Influent Screening System Upgrade	Design and replacement of a new influent screening system at the headworks of the WWTP.	Design	NO CHANGE - Low bidder for design services phase of project was Gwin Dobson and Foreman, at a price of \$70,000. Kickoff meeting was held on 5/19/21. Engineer expects to have engineering report completed by early November.	MDI	10/8/2021
2021	3-21-PSB	MDE Small Fuel Burning Boiler Permit			COMPLETE Permit received/on file with Central Services and Engineering	RJK	10/4/2021
2021	4-21-W	Route 220 20" Water Main Replacement	Project to replace the 20" water main in Route 220. The water line from I-68 to the State Prison is currently owned by the City. Discussion are being held between the City and County to partner on the project or transfer the asset to the County.	Planning	NO CHANGE - This project is in the planning stages in conjunction with Allegany County.	RLS	4/21/2021
2021	6-21-RE	Constitution Park Wading Pool Filter Renovation	Replace the cracked filter and other improvements to the mechanical building equipment for the wading pool.		NEW -		
2021	7-21-WFP	2021 ECWC Watershed Timber Sale	2021 ECWC Watershed Timber Sale		UPDATED - The timber sale bids have been returned and an award issued to American Hardwood Industries.	RLS	7/27/2021
2021	8-21-WWTP	SCADA System Integration	Solicit bids for a qualified Industrial Control System Integrator to complete the Water/Wastewater SCADA System integration.		NO CHANGE - This is a project to secure integrator services to support both the Water Filtration Plant and Water Reclamation Facilities	RLS	4/21/2021
2021	9-21-M	Municipal Service Center Security Fence	Installation of a security fence at the Municipal Service Center	Construction	UPDATE - Engineering & Public Works met with Long Fence on October 19th to walk the site and discuss specifics of the project before submittals are approved and materials are ordered. Some final issues are currently being discussed before we can proceed with ordering material, which may have a 4-6 week lead time.	JAT	10/20/2021
2021	10-21-M	Undocumented Rights-of-Way	Decide how undocumented rights-of-way should be dedicated and what form of dedication is need to prevent the rights-of-ways from accidentally being sold.	Study	UPDATE - During research for projects and information requests it was discovered that there are multiple parcels of land throughout Cumberland that were purchased for use as a right-of-way, or are being used as right-of-way, that have not been dedicated as right-of-way. The MD Dept. of Assess. & Tax provided the Engineering Dept. with a list of account numbers of property owned by the City of Cumberland.	JRD	10/25/2021

**City of Cumberland, Maryland**  
**Engineering Division - Monthly Report**

Capital Projects						October 31, 2021	
Order	Project No.	Project Name	Description	Phase	Comments	Updated By	Date of Update
2021	12-21-WWTP	Industrial Pretreatment USPI CWT Organics Permit Application	An application to discharge industrial wastewater as a Centralized Waste Treatment facility (Categorical Permit request by existing Significant Industrial User USPI)	Planning	<b>UPDATE</b> - Permit in final DRAFT form and forwarded to MDE on October 12. May be issued around November 15 depending on comments/modifications to the draft permit.	RJK	10/19/2021
	13-21-W	Fayette Street Water Main Replacement and Street Repair	Replacement of watermain in Fayette Street from Allegany Street to Luteman Road, and the repair/repaving of the street as needed.	Construction	<b>UPDATE</b> - Project required development of an ESC Site Plan and SOW. These were created and approved by ACSD and MDE on 10/14/21. Construction (using City forces) began on 10/18/21. Project will take multiple months to complete.	MDI	10/22/2021
2021	14-21-RE	Constitution Park Splash Pad	The installation of a splash pad and surrounding recreational area in Constitution Park.	Planning	<b>NO CHANGE</b> - A potential site for the splash pad at the pool was approved by M&CC. Engineering has been in contact with Sparks@Play to discuss design considerations for both the splash pad, demolition of the pool deck, and other needed preparations for the work. Currently seeking guidance from the steering committee & M&CC regarding what splash pad equipment/look we want for this project.	JAT	10/4/2021
2021	15-21-W	WATER DISTRIBUTION ANALYSIS and CIP UPDATE 2021	Water system engineering analysis, updated CIP recommendations, particularly concerning the Fort Hill Reservoir, and Asset Management Info for pump stations, PRV Stations and water tanks.	Planning	<b>NEW</b> - Low Responsive Bidder, The EADS Group, Inc. will be awarded the bid on 11/2/21.	DTG	10/28/2021
2021	16-21-M	Downtown ADA Improvements	This project includes the replacement of the curb ramps for compliance with the latest ADA requirements at the following locations: Baltimore/Mechanic intersection on the southwest and northwest corners, Liberty/Dexter intersection at the southeast and southwest corners, Centre/Dexter intersection at the southeast and southwest corners, and Centre/Fredrick intersection on the northeastern side.	Planning	<b>NO CHANGE</b> - This is a new Project, a preliminary cost estimate will need to be developed in order to determine the amount of funding needed.	JRD	10/5/2021
	19-21-M	South Street ADA Improvements	This project includes the replacement of curb ramps for compliance with the latest ADA requirements along South Street between Oldtown Road and Industrial Boulevard.	Planning	<b>NO CHANGE</b> - This is a new project and is considered a phase 2 to the South Street Paving Repairs project. Some preliminary site and cost analysis has been done on this project, and preliminary drawings and specifications are in progress.	JAT	10/4/2021
	20-21-M	Engineering Database Migration	This project will implement the migration of data from the Engineering Department's drawing database and project database to the Laserfiche document management system including the transfer of the scanned images of the Department's drawings from the file server into Laserfiche and the collection of additional metadata for each image.	Planning	<b>UPDATE</b> - Engineering is currently working on migrating the drawing archive first and have been coordinating with MCCi to develop a form to start importing and migrating drawings into Laserfiche. Engineering will also be coordinating with IT to eventually move what MCCi has developed to the City's Laserfiche server from their testing repository.	JAT	10/20/2021

**File Attachments for Item:**

- . Maintenance Division monthly report for September, 2021

**MAINTENANCE DIVISION REPORT**  
**September 2021**

**Street Maintenance Report**

**Parks & Recreation Maintenance Report**

**Fleet Maintenance Report**

**City Forester Report**

**PUBLIC WORKS/MAINTENANCE  
STREET BRANCH  
MONTHLY REPORT  
SEPTEMBER 2021**

- POTHoles AND COMPLAINTS
  - Patched potholes on 18 streets and 1 alley using 17 tons of hot mix asphalt
  
- UTILITY HOLES
  - Performed repair of 1 Water Dept. utility hole with 6 tons of hot mix asphalt
  
- PAVING PROJECTS
  - Hunt Terr.
  - Dale Ave.
  - Thompson Ave.
  - Cleveland Ave.
  - State St.
  - Wills Creek Ave.
  - E Second St @ Blackiston Ave.
  
- TRAFFIC CONTROL SIGNS/STREET NAME SIGNS/HANDICAP PARKING SIGNS
  - Repaired 2 Street Name signs
  - Installed 96 Traffic Control signs
  - Repaired 3 Traffic Control signs
  - Installed 2 Handicap Parking signs
  - Removed 1 Handicap Parking sign
  
- STREET SWEEPING
  - 37 Loads
  - 574 miles
  
- MISCELLANEOUS
  - Completed 55 Work Orders
  - Cleaned Underpass, McMullen Bridge, Washington St. Bridge, Fayette St. Bridge, and Cumberland St. Bridge 3 times.
  - Picked up 11 dead animals

- Picked up trash/discarded items on 3 occasions
- Completed large road repair on Braddock Rd.
- Worked with Allegany County Roads during chip sealing project on West Side
- Set out traffic control for multiple events
- Worked OT for Heritage Days
- Cleaned Municipal Center shop once a week
- Performed preventative maintenance on loader

<b>STREET MAINTENANCE - SEPT. 2021</b>		9/1-9/3	9/7-9/10	9/12-9/17	9/20-9/24	9/27-9/30	TOTAL
SERVICE REQUEST COMPLETED		11	2	23	14	5	55
PAVING PERFORMED	Tons		61	87	79	77	304
CONCRETE WORK	Cy						0
UTILITY HOLES REPAIRED	Water	1					1
	Sewer						0
	Cy						0
	Tons	6.0					6t
POTHoles FILLED	Streets	6	1	5	1	5	18
	Alleys	1					1
	Days	1	1	2	1	1	6
	Cold Mix						0
	Tons	4.5t	5t	3t	1.5t	3t	17t
PERMANENT PATCH	Cy						0
	Tons						0
COMPLAINTS COMPLETED							0
	Cy						0
	Tons						0
TRAFFIC CONTROL SIGNS REPAIRED/INSTALLED					6	3	9
STREET NAME SIGNS REPAIRED/INSTALLED						2	2
HANDICAPPED SIGNS REPAIRED/INSTALLED/REMOVED					1		1
						1	1
					1		1
PAINTING PERFORMED	Blue				1	1	2
	Yellow				1		1
	Red				2		2
PAVEMENT MARKINGS INSTALLED	No.						0
STREET CLEANING	Loads	5	7	0	13	12	37
	Miles	106	145	0	171	152	574
SWEEPER DUMPS HAULED TO LANDFILL	Tons				1.19t	8.56t	9.75t
STREET MILLING	Days						0
CLEANED BALTIMORE ST. UNDERPASS	Days		1	1	1		3
SALT BARRELS	Days						0
SNOW REMOVAL	Days						0
CLEAN SNOW EQUIPMENT	Days						0
SHOVEL & SALT SIDEWALKS	Days						0
BRUSH REMOVAL/TREE WORK	Areas	3	1	15	12	3	34
CHECK DRAINS/CLEAR DEBRIS	Days	1					1
STREET TRACTOR MOWING	Days				1		1
LEAF PICK UP	Loads						0

Picked up trash/discarded furniture on 3 occasions  
Picked up 11 dead animals  
Completed large road repair on Braddock Rd  
Paved several streets using 303.5 tons of asphalt  
Worked with Allegany County Roads during chip sealing project on West side.  
Set out traffic control, cones, No Parking signs for multiple events  
Worked OT for Heritage Days  
Performed preventative maintenance and cleaned Loader @ Municipal Center  
Cleaned Municipal Center shop once a week

**PUBLIC WORKS/MAINTENANCE  
PARKS & RECREATION  
MONTHLY REPORT  
SEPTEMBER 2021**

- Constitution Park, Mason's Complex and Area Parklets
  - Cleaned up garbage 3 times a week
  
- Parks & Parklets Mowing
  - Constitution Park
    - Mowed 12 days
  - Mason's Complex
    - Mowed 13 days
  - Parklets
    - Mowed 8 days
  
- Ball Fields
  - Flynn Field
    - Mowed 3 times
    - Drug 1 time
    - Lined 2 times
  - Northcraft Field
    - Mowed 3 times
    - Lined 1 time
  - Nonneman Field
    - Mowed 5 times
  - Cavanaugh Field
    - Mowed 2 times
    - Drug 2 times
    - Lined 2 times
  - Abrams Field
    - Mowed 2 times
    - Drug 1 time
    - Lined 3 times

- Long Field
  - Mowed 4 times
  - Drug 1 time
  - Lined 2 times
  
- JC Field
  - Mowed 1 time
  
- Bowers Field
  - Mowed 2 times
  - Lined 3 times (football)
- Galaxy Field
  - Mowed 5 times
  - Lined 3 times
- United Field
  - Mowed 1 time
- Nonneman Soccer Field
  - Lined 4 times
- Nonneman Junior Soccer Field
  - Lined 4 times
- Northcraft Peewee Soccer Field
  - Lined 4 times
  
- Miscellaneous Work
  - Performed basic housekeeping @ Municipal Building
  - Cleaned & disinfected the Craft House & Activities Building several times
  - Performed preventative maintenance on mowers, trimmers & blowers
  - Prepared feed & bedding for ducks & geese @ the Duck Pond
  - Cleaned & performed preventative maintenance on Park & Rec vehicles
  - Made repairs to bathrooms @ Mason's Complex & Constitution Park
  - Cleaned up graffiti and fixed vandalized equipment @ Constitution Park, Mason's Complex, JC Field
  - Worked OT on weekends for trash pick-up, pavilion readiness & concerts

**Fleet Maintenance  
September 2021**

<b>Total Fleet Maintenance Projects</b>	<b>186</b>
Central Services	10
Community Development	0
DDC	0
Engineering	5
Fire	8
Flood	5
MPA	1
P & R Maintenance	4
Police	20
Public Works	1
Sewer	14
Snow Removal	0
Street Maintenance	46
Vehicle Maintenance	29
Water Distribution	14
Water Filtration	1
WWTP	0
Scheduled Preventive Maintenance	28
Service Calls	0
<b>Total Work Orders Submitted</b>	<b>10</b>
<b>Risk Management Claims</b>	<b>0</b>
<b>Fork Lift Inspections</b>	<b>1</b>

## **CITY FORESTER MONTHLY REPORT SEPTEMBER 2021**

**Shade Tree Commission Meeting** – Coordinated and attended the Shade Tree Commission’s September Meeting on September 7, 2021.

**2021 Removal-Pruning-Stump Grinding Contract** – Coordinated the Mandatory Pre-Bid Meeting and attended the bid opening for the 2021 Removal-Pruning- Stump Grinding Contract.

**September Tree Removals and Prunings** – Coordinated with Jason and Kenny to have Blaine to remove 53 trees, Prune 80 trees and remove vegetation from 4 sites in September.

**September Tree Complaints and Tree Issues** – Resolved and/or addressed 60 tree complaints and tree issues in September.

**Fall 2021 Tree Planting** – Planted 15 street trees.

### **Let’s Beautify Cumberland –**

Coordinated the Bee City USA presentation with Ben Cooper, President of the Allegheny Mountain Beekeepers Association, for the Mayor and City Council Meeting.

Met with Ben Cooper to map out future potential areas in the City for Bee City USA projects.

Coordinated and assisted Blaine Bender with removing trees and vegetation on two of LBC’s City project sites.

**Washington Street Tree Root Damaged Sidewalks** – Created list of sites on Washington Street where tree root damages exist to the sidewalks for Brooke and Bobby’s meeting with Ken Tressler to address complaint from Washington Street resident.

**Heritage Days** – Purchased seedlings and coordinated for Dale Burgess, Shade Tree Commission member, to give away seedlings at the LBC table at the Heritage Days event.

**File Attachments for Item:**

1. Approval of the Closed Session Minutes of August 10, 2021, and the Regular Session Minutes of September 21, 2021



# Mayor and City Council of Cumberland

*Mayor* Raymond M. Morriss  
*Councilman* Richard J. "Rock" Cioni  
*Councilman* Eugene T. Frazier  
*Councilwoman* Laurie P. Marchini  
*Councilman* Joseph P. George

Interim City Administrator Kenneth Tressler  
City Solicitor Michael S. Cohen  
City Clerk Marjorie A. Woodring

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## MINUTES

M&CC Regular Meeting  
City Hall, 57 N. Liberty St., Cumberland, MD

DATE: September 21, 2021

### I. OPEN SESSION

### II. Pledge of Allegiance

### III. Roll Call

Councilman Richard J. "Rock" Cioni  
Councilman Eugene T. Frazier  
Councilwoman Laurie P. Marchini  
President Raymond M. Morriss

#### Also Present:

Ken Tressler, Interim City Administrator; Marjorie A. Woodring, City Clerk; Anita Simmons, City Forester

#### 1. Nomination and vote on an appointment to the vacant City Council seat

Mayor Morriss asked for a **motion** to nominate Mr. Joseph P. George as Councilman. Frazier made the motion, Marchini seconded, and the motion was passed on a vote of 4-0.

#### 2. Swearing-In of newly appointed Council Member

Ms. Dawne Lindsay, Clerk of the Circuit Court, performed the swearing in of Mr. Joseph P. George. Mr. George took his seat on the Council, with congratulations all around.

### IV. Statement of Closed Meeting

#### 1. Statement of closed meetings held September 15, 17, 18, and 21, 2021

Mayor Morriss announced that closed sessions had been held September 15, 2021 at 1:00 p.m., September 17, 2021 at 3:00 p.m., September 18, 2021 at 11:00 a.m., and September

21, 2021 at 5:27 p.m. and read into the record summaries of those sessions, which are 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. Presentations**

1. Presentation by Anita Simmons, City Forester and Ben Cooper, President of the Allegheny Mountain Beekeepers Association, regarding Bee City USA, which works with communities to sustain native pollinators by increasing the abundance of native plants, providing nest sites, and reducing the use of pesticides.

Ms. Simmons introduced Mr. Cooper stated that he and Ms. Simmons had been working with Let's Beautify Cumberland and at the suggestion of a Times-News article about the native bee population, they presented the idea of Bee City USA at an LBC meeting, He advised on the application and resolution process, and made available copies of the resolution. Mr. Cooper stated that the resolution would state what Cumberland is willing to do to support the bee population, and said that other groups that could join in could be the Master Gardeners Association, as well as the Cumberland Flower Club. Mr. Cooper stated that the very first bee inspector for the State of Maryland lived on Centre Street, who has since passed away. He advised that the inspector's stepson asked them to go through all the antique bee-keeping items, and by having an auction of the items the association was able to raise the money to more than cover the City's application for Bee City USA.

Mr. Cooper gave some background on the current plight of bees, and suggested alternatives of flower gardens instead of mowing some areas, which he said will help with the pollinators that are here. He advised that bees are in trouble and are disappearing, but said they are highly prolific, and are not yet on the extinction list.

Mr. Cooper stated that there is a lot of opportunities to get involved, but said it takes commitment from the City first. He advised that the proposal is to see if the City is interested, reminding M&CC that the \$200 application fee has been provided by the Beekeepers Association, and stated that the annual cost to renew is less than \$200. He added that he will work with Ms. Simmons on the resolution.

Mayor Morriss said he believes it will be a value to the City to be involved in the program, and stated that the City understands the importance of bees to the environment.

There was a consensus of Council for Mr. Cooper to work with Ms. Simmons on the resolution, come back to Council with it, and they will see what they can do to make Cumberland a Bee City USA.

Ms. Simmons advised that she has spoken with Parks and Recreation and stated there are several places in Constitution Park and some vacant lots to put flowering gardens for natives. Mayor Morriss suggested planting flowers gardens in the little grass "islands" around town.

## **VI. Director's Reports**

### **(A) Administrative Services**

**Motion** to approve the reports was made by Councilwoman Marchini, seconded by Councilman George, and was passed on a vote of 5-0.

1. Administrative Services monthly report for July, 2021

**(B) Public Works**

1. Maintenance Division monthly report for August, 2021

**(C) Fire**

1. Fire Department monthly report for August, 2021

**(D) Police**

1. Police Department monthly report for August, 2021

**(E) Utilities - Flood, Water, Sewer**

1. Utilities Division Flood/Water/Sewer monthly report for July and August, 2021

**VII. Approval of Minutes**

**Motion** to approve the minutes was made by Councilman Frazier, seconded by Councilwoman Marchini, and was passed on a vote of 5-0.

1. Approval of the Closed Session Minutes of June 8, 2021

**VIII. Public Hearings**

1. Public Hearing - to consider Ordinance No. 3900 authorizing the issuance and sale of general obligation debt in the aggregate principal amount not to exceed \$7,300,000 to be issued under the MD Local Government Infrastructure Financing Program to provide all or a portion of funds to finance and/or refinance costs identified as A) office equipment and information technology improvements, equipment and software; B) new and/or replacement vehicles and vehicle improvements/equipment; C) facility and infrastructure improvements; D) street improvements; and/or E) water system, sewer system and flood control improvements and equipment; as well as fund reserves and/or pay costs of issuance and other related costs.

*Hearing Convened: 6:41 p.m.*

Mr. Tressler advised that this financing was approved in the FY22 budget and said more details are available on the City's website. He also advised that he had copies of the report available with him.

No public comments.

*Hearing Adjourned: 6:43 p.m.*

**IX. Unfinished Business**

**(A) Ordinances**

1. **Ordinance No. 3896** (2nd and 3rd Readings) - to repeal and re-enact with amendments Article II of Chapter 14 pertaining to noise nuisances.

Mr. Tressler advised that this ordinance will provide objective ways to measure noise levels and nuisances.

**SECOND READING:** The ordinance was presented in title only for its second reading. On a **motion** made by Councilman Cioni, seconded by Councilman Frazier, the second reading was passed on a vote of 5-0.

Mayor Morriss called for questions or comments. Being none, the ordinance moved to its third reading.

**THIRD READING:** The ordinance was presented in title only for its third reading, and was passed on a vote of 5-0.

2. **Ordinance No. 3897** (*2nd and 3rd Readings*) - amending Section 11-93 of the City Code to except indoor shooting ranges from the general prohibition against the discharge of firearms in the city

Mr. Tressler advised that this was basically to allow the discharge of firearms in approved indoor shooting ranges.

**SECOND READING:** The ordinance was presented in title only for its second reading. On a **motion** made by Councilwoman Marchini, seconded by Councilman Frazier, the second reading was passed on a vote of 5-0.

Mayor Morriss called for questions or comments. Being none, the ordinance moved to its third reading.

**THIRD READING:** The ordinance was presented in title only for its third reading, and was passed on a vote of 5-0.

3. **Ordinance No. 3898** (*2nd and 3rd Readings*) - authorizing execution of a deed to convey surplus property at 455 Baltimore Avenue to Andrea C. Moore for the amount of \$3,111 with terms included to cause the property to revert back to the City should certain terms for rehabilitation not be met.

Mr. Tressler advised that this property is from Surplus Property Sale II, and stated that it's separate from the group due to the reverter clause, it being a rehab property.

**SECOND READING:** The ordinance was presented in title only for its second reading. On a **motion** made by Councilman Cioni, seconded by Councilwoman Marchini, the second reading was passed on a vote of 5-0.

Mayor Morriss called for questions or comments. Being none, the ordinance moved to its third reading.

**THIRD READING:** The ordinance was presented in title only for its third reading, and was passed on a vote of 5-0.

3. **Ordinance No. 3899** (*2nd and 3rd Readings*) - authorizing execution of a deed to convey surplus property at 424 Goethe Street to Sandesh Sreenivas for the amount of \$1,200 with

terms included to cause the property to revert back to the City should certain terms for rehabilitation not be met.

Mr. Tressler advised that this property is also from Surplus Property Sale II, and due to it being a rehab with a reverter clause, it also has the same terms as the property in Ordinance No. 3898.

**SECOND READING:** The ordinance was presented in title only for its second reading. On a **motion** made by Councilman Frazier, seconded by Councilwoman Marchini, the second reading was passed on a vote of 5-0.

Mayor Morriss called for questions or comments. Being none, the ordinance moved to its third reading.

**THIRD READING:** The ordinance was presented in title only for its third reading, and was passed on a vote of 5-0.

4. **Ordinance No. 3900** (*2nd and 3rd Readings*) - providing for the issuance and sale of \$7.3M of General Obligation Bonds to be issued under the State Local Government Infrastructure Financing Program to finance and/or refinance certain identified costs for (a) office equipment and information technology improvement, equipment and software; (b) new and/or replacement vehicles; (c) facility and infrastructure improvements; (d) street improvements; and (e) water system, sewer system and flood control improvements and equipment.

Mr. Tressler mentioned that this Ordinance was just discussed in the Public Hearing earlier this evening.

**SECOND READING:** The ordinance was presented in title only for its second reading. The reading was interrupted and a **motion** to suspend the second reading and move to the third after comment was made by Councilman Frazier, seconded by Councilwoman Marchini, and was passed on a vote of 5-0.

Mayor Morriss called for questions or comments. Being none, the ordinance moved to its third reading.

**THIRD READING:** The ordinance was presented in title only for its third reading, and was passed on a vote of 5-0.

## **X. New Business**

### **(B) Orders (Consent Agenda)**

Mr. Tressler reviewed each item on the Consent Agenda, and Mayor Morriss called for questions or comments. **Motion** to approve all items was made by Councilman George, seconded by Councilman Cioni, and was passed on a vote of 5-0.

**Order 26,871** - granting the following residential tax exemptions from the Special Taxing District levy for the 2021-2022 tax year: 45 N. Centre St., Rhee, \$618.64; 50 &

52 N. Centre St., Humbertson, \$300.73; and 43 & 45 N. Centre St., Humbertson, \$201.62.

**Order 26,872** - authorizing the Chief of Police to accept the Allegany County Health Department's Overdose follow-up grant (DART) in the amount of \$5,000 which will allow CPD officers to partner with UMPC Western Maryland and the Allegany County Parole and Probation unit to perform follow-ups with non-fatal overdose victims within 24-48 hours after release from hospital.

**Order 26,873** - authorizing the Fire Chief to accept a 2020 Assistance to Firefighters Grant Award in the amount \$198,000.00 with a City match of \$22,000, for the purchase of 30 self-contained breathing apparatuses and twenty (20) additional face pieces.

Mr. Tressler advised that this is a federal grant sponsored by the Bowling Green Fire Department.

**Order 26,874** - authorizing the execution of Change Order No. 1 with Carl Belt, Inc. for the "Flood Control System Concrete Repairs Project" (1-13-FPM) for the hiring of a qualified industrial lead abatement subcontractor for the increased amount of \$39,000.00, bringing the current total contract price to \$187,650.00.

Mr. Tressler advised that lead was discovered in the trash gate at the Jaycee field flood control area and it required abatement of the lead. He added that this had been budgeted at \$250K, and added that a grant had been acquired for 75% of the total amount, allowing this to come in under budget even at the increased amount.

**Order 26,875** - authorizing execution of a Contract of Sale with H&H MDRP, LLC for the City's purchase of property at 309 Fayette Street (Tax Acct No. 06-027172) for the amount of \$ 2,500.00, and authorizing acceptance of the deed of transfer.

Mr. Tressler advised that this is a property acquisition associated with the Fayette Street Bridge project.

**Order 26,876** - accepting the State Bid from Hertrich Fleet Services, Inc. for four (4) 2022 police vehicles at a total cost of \$147,068.00.

Mr. Tressler advised that the City is piggy-backing on a State Bid, which it has done several times in past years. He added that the total cost of these vehicles is approximately \$200K, as they still have to be outfitted with lights, computers, etc.

**Order 26,877** - accepting the recommendation from the Cumberland Planning Commission to approve a Zoning Map Amendment (ZMA 21-01) to apply the Rehabilitation & Redevelopment Floating Zone (R&R) to property at 718 Frederick Street to re-establish a former local business/commercial use on the ground level for the establishment of a tattoo shop.

Mr. Tressler advised that the Floating Zone allows the City to re-establish a vacant commercial property back to commercial, that has reverted to residential due to becoming vacant or out of operation for more than 2 years.

**Order 26,878** - accepting the proposal from Citgo Water in the total unit price not to exceed \$67,030.50 to supply various materials, including pipe, copper wire, and various hydrants and valve parts to be used for the Fayette Street water main replacement project.

Mr. Tressler advised that both Orders 26,878 and 26,879 are associated with an in-house water line replacement on Fayette Street. He added that a list of materials was sent out to several vendors and said each individual part was bid on.

**Order 26,879** - accepting the proposal from Ferguson Waterworks in the total unit price not to exceed \$39,593.62 to supply various materials to provide a service connection from the water main to customer meter boxes as part of the Fayette Street water main replacement project.

Mr. Tressler advised that these two Orders, 26,878 and 26,879, are associated with an in-house water line replacement on Fayette Street. He added that a list of materials was sent out to several vendors and stated that each individual part was bid on.

**Order 26,880** - granting the following residential tax exemption from the Special Taxing District levy for the 2021-2022 tax year: 33 N. Centre Street, Gusella/Sasaki - \$600.72.

## **XI. Public Comments**

**Tiffany Fisher, President of the NAACP for Allegany County, Branch 7007**, congratulated new Councilman Joe George, and spoke about a campaign their branch started called Be Your Own Superhero, to address Covid masking and to help keep the community safe. She stated that she has also reached out to their Washington and Garrett County branches, and said their youth council has taken posters to area businesses, and stuffed backpacks with a mask. Ms. Fisher said a mixed message is being sent to the kids, as they are asked to wear masks in school, but not within the community. She also stated that masking should not be political, and asked Mayor and Council to stand with them and approve of mandated masking within the City limits.

Mayor Morriss replied that the City appreciates all the NAACP is doing, and said they support the Hero program. He advised that as a group, M&CC have tried to send a positive masking message from the beginning, stated that he does weekly Facebook Covid updates, and said that Council understands it's not political; it's a health crisis. Ms. Fisher agreed that the City has tried to lead through example, but said she's asking for a bold statement from the City, together with the Commissioners, and with the Mayor of Frostburg. Mayor Morriss stated that he agrees, but said that as M&CC, they don't have the authority to mandate masking, as that can only come from the State and the Allegany County Health Department. Ms. Fisher asked that all elected officials write to Governor Hogan. Council applauded Ms. Fisher for her efforts and offered their support.

**Ann Bristow, 92 Carey Run Road**, read a letter from her husband, Kenny Brakeman, on the topic of Covid in our area, and said he fully supports the NAACP's position on masking. Ms. Bristow agreed that M&CC don't have the authority to issue the mandate, but said they do have persuasive power, and stated that what the City needs to see is elected officials standing before the County Commissioners, who can control what the health department does.

**Will Coburn, 155 S. Water St.**, spoke about his own fight with Covid, saying he contracted the virus in February 2020, before there were mask mandates, and said although it didn't kill him, some days he wished it had. He stated that the virus has maimed him, and said he doesn't want anyone else in the community to be maimed. He said everyone has been affected, whether they know someone who has Covid, has suffered through Covid, or has died from Covid. Mr. Coburn said that masks work, and said M&CC has the ability to persuade the community. He said that he is scared for this community, saying we are not prepared for the health effects that come after the virus, and said that many in the City won't be able to afford the treatments that he had. Mr. Coburn stated that he believes there are rough years to come if precautions aren't taken now.

**Tammy Fraley, 555 Braddock Ave.**, spoke about community health, and said she was speaking as a person, not as a member of the Allegany County Board of Education. She advised that she spoke to the County Commissioners on August 12, 2021, and asked them to work with the health department to help them advertise the 5 layers of protection that exist, that the health department has said should be followed. She said she asked the Commissioners to be a voice in the community, but said their only response was to say they encourage everyone to get vaccinated. Ms. Fraley stated that the vaccine is not the entire solution, saying that there needs to be layers to be effective, and asked everyone to support this as openly as they can. She said a statement from elected officials has a bigger impact, and said that she stands with the NAACP, and with herself as a community member.

**Tiffany Brown (deferred)**

**Kathy Robinson, 104 Columbia St.**, spoke about the Union Rescue Mission (URM) and her concern about it being moved to 11 Columbia Street, which is in a residential area. She advised that she has lived on Columbia Street for 34 years and is the president of the North End Crime Watch. She stated that the elderly and children walking by as well as a church across the street needs to be considered with the URM move, and said this will affect Independence Street and all surrounding streets. Ms. Robinson added that she and her neighbors were surprised when they found out about the move, and questioned why officials weren't forthcoming about it. She also questioned what will happen to the price of their homes if this move happens.

Mayor Morriss stated that M&CC appreciated Ms. Robinson coming in and expressing her concern, and said no decision has been made for the move, which would require a zoning change, and said that the URM has not finalized the deal. He advised that they will make sure everyone understands the feelings and concerns about the move.

**Rodney Raymond, 101 Columbia St.**, said he and his wife have lived on Columbia Street for 40 years, and thanked M&CC for listening to him over the past week. He stated that the Mayor has eased their worries for now about the URM moving to Columbia Street, and added that they do have a petition signed by many neighbors, including the Baptist Church congregation, against the move. He stated that over the years they have been driven crazy by occupants of 11 Columbia Street, and said new families are coming in to rehab properties. He mentioned all of Columbia Street being in a group years ago, and advised on the re-lighting and new sidewalks that were installed back then. He said they would like to bring the street back again to what it once was, but said the URM move would be devastating to the neighborhood.

Mayor Morriss thanked Mr. Raymond for his concern, and advised that the City has a revitalization program. He added that he views Columbia and Independence Streets as areas needing a little TLC, said they are historic, and stated that they have tremendous potential. He

assured Mr. Raymond that the City is taking that into consideration. Councilman George commended Mr. Raymond on the maintenance of his home and said he was a model for home ownership, and stated more of that was needed in the City.

**Ken McKenzie, President IAFF, Local 1715**, advised that he just got back from the hospital in Baltimore, and gave everyone an update on firefighter Kelly Frye. He stated that there is no good news. He wanted to thank M&CC on behalf of Mr. Frye's family for the outpouring of caring, concern, and support. He said there was no favorable outcome today, with a recovery very unlikely. Mr. McKenzie advised that he brought Mr. Frye's wife home, and said currently she doesn't have any needs, but noted that he will get with M&CC if she does. He added that she had contracted Covid herself, and said she is still weak and is having trouble breathing. He commended Acting Fire Chief Shannon Adams on going above and beyond for all the guys, and said from a union standpoint, M&CC has their support in officially making Mr. Adams Fire Chief.

Mayor Morriss expressed his sympathy, saying it was very sad and disappointing news, and offered prayers for Kelly Frye and his family, noting that this is one more instance where Covid has had an affect on our City, one of our citizens, and one of our firefighters.

All public comments are limited to 5 minutes per person

**XII. Adjournment**

With no further business at hand, the meeting adjourned at 7:33 p.m.

Minutes approved on \_\_\_\_\_

Raymond M. Morriss, Mayor \_\_\_\_\_

ATTEST: Marjorie A. Woodring, City Clerk \_\_\_\_\_

# Mayor and City Council of Cumberland

## Closed Session Minutes

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

2<sup>nd</sup> Floor Conference Room

Tuesday, August 10, 2021; 5:00 p.m.

The Mayor and City Council convened in open session at 5:00 p.m. for the purpose of closing the meeting for an executive session pursuant to Section 3-305 (b) (1) & (7) of the General Provisions Article of the Annotated Code of Maryland to discuss a compensation issue for City employees and to receive legal advice regarding a social media policy, a workers compensation policy, and a family medical leave (FMLA) policy.

**MOTION:** Motion to enter into Closed Session was made by Council Member Frazier, seconded by Council Member Cioni, and was passed on a vote of 4-0.

**PRESENT:** Raymond M. Morriss, President; Council Member Richard Cioni, Eugene Frazier and Laurie Marchini.

Council Member Seth Bernard was absent.

**ALSO PRESENT:** Ken Tressler, Interim City Administrator; Mike Cohen, City Solicitor; Sherri L. Nicol, Assistant to the City Clerk; Charles Ternent, Chief of Police; Mark Gandolfi, City Comptroller

**File Attachments for Item:**

**1. Ordinance 3902** (*2nd and 3rd readings*) - accepting the bid from RM & GM, LLC from the "Round III Surplus Property Sale" for the purchase of 130 Polk Street for the amount of \$2,500 and authorizing execution of a deed to effect the conveyance

**ORDINANCE NO. 3902**

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND ENTITLED "AN ORDINANCE TO ACCEPT A BID FROM THE "2021 SURPLUS PROPERTIES ROUND III BID PROCESS" FOR THE PURCHASE OF 130 POLK STREET IN THE CITY OF CUMBERLAND AND TO AUTHORIZE ITS CONVEYANCE TO THE SUCCESSFUL BIDDER, RM & GM, LLC, SUBJECT TO THE TERMS SET FORTH HEREINAFTER, AND TO AUTHORIZE THE EXECUTION OF A DEED TO EFFECT THAT CONVEYANCE."

**WHEREAS**, Mayor and City Council of Cumberland is the fee simple owner of the property known as 130 Polk Street, located in the City of Cumberland, Allegany County, MD;

**WHEREAS**, said property was declared surplus under the terms of Order No. 26,891, passed by the Mayor and City Council on October 5, 2021;

**WHEREAS**, bids for the purchase of said property and other parcels of real property were solicited by means of the 2021 Request for Bids Surplus Properties Round III;

**WHEREAS**, the City received bids for six (6) other properties through the 2021 Round III Surplus Sale, which were approved and authorized for transfer by Ordinance No. 3901;

**WHEREAS**, staff is recommending that the Mayor and City Council accept the bid of \$2,500 for 130 Polk Street from RM & GM, LLC, and reject all other bids received for this property; and

**WHEREAS**, subject to the hereinafter set forth terms, the Mayor and City Council deem the acceptance of this bid to be in the City's best interests.

**NOW, THEREFORE:**

**SECTION 1:** BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, MARYLAND, that the Mayor and City Council accept the bid for 130 Polk Street subject to the following terms:

- A. Purchaser shall pay all recordation and transfer taxes required to record the deed effecting the conveyance of the Property successfully bid upon; although it is expected that no such taxes will be due.
- B. Purchaser will pay the City and County real estate taxes due from the date of the deed through the remainder of the tax year and will assume responsibility for the payment of those taxes thereafter. The amount of pro-rated City and County taxes will be conveyed to the purchaser and shall be paid by cashier's check, personal check, or money order.
- C. The Property will be conveyed to the purchaser by means of a quitclaim deed containing no warranties or representations of any kind, the form of which is set forth in the Exhibit A attached hereto;
- D. The City will record the deed for the purchaser, who in turn shall pay the City's \$100.00 deed recordation fee.
- E. The purchase price, the pro-rated City taxes, and the City's \$100.00 recording fee shall be paid by cashiers check or money order made payable to "City of Cumberland" and shall be hand-delivered or mailed to:

City Clerk  
City Hall  
57 N. Liberty Street  
Cumberland, MD 21502

The pro-rated County taxes shall be paid by cashiers check or money order made payable to "Allegany County" and shall be hand-delivered or mailed to:

City Clerk  
City Hall  
57 N. Liberty Street  
Cumberland, MD 21502

A purchaser's deed shall be released upon the payment of these sums and final recordation of the deed.

- F. Failure to remit the aforesaid payments to the City Clerk within sixty (60) days from the date of the passage of this Ordinance shall result in the rejection of a purchaser's bid, unless said deadline is extended by the City Administrator or City Solicitor for good cause shown.

**SECTION 2:** AND BE IT FURTHER ORDAINED, that the Mayor and City Clerk be and they are hereby authorized to execute and deliver deeds effecting the aforesaid conveyances subject to the aforesaid requirements;

**SECTION 3:** AND BE IT FURTHER ORDAINED, that this Ordinance shall take effect from the date of its passage.

Passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Raymond M. Morriss, Mayor

ATTEST:

\_\_\_\_\_  
Marjorie A. Woodring, City Clerk

# EXHIBIT A

## QUITCLAIM DEED

**THIS QUITCLAIM DEED**, made this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between **Mayor and City Council of Cumberland** (the “Grantor”), a Maryland municipal corporation, and \_\_\_\_\_ (the “Grantee”), \_\_\_\_\_, party of the second part.

### WITNESSETH:

That for and in consideration of the sum of \_\_\_\_\_ cash in hand paid and for other good and valuable considerations, the receipt of all of which is hereby acknowledged, the Grantor does hereby grant, bargain and sell, release, confirm and convey unto the Grantee, \_\_\_\_\_ [personal representatives, administrators, heirs or successors] and assigns, forever in fee simple:

**IT BEING** the same property which was conveyed from \_\_\_\_\_ to the Grantor by deed dated \_\_\_\_\_ and recorded among the Land Records of Allegany County, Maryland in Book \_\_\_\_\_, Page \_\_\_\_\_.

**TOGETHER** with the buildings and improvements thereon, and the rights, roads, ways, waters, privileges and appurtenances thereunto belonging or in anywise appertaining.

**TO HAVE AND TO HOLD** the above-described property unto the Grantee, \_\_\_\_\_ [personal representatives, administrators, heirs or successors] and assigns in fee simple forever.

**PROVIDED, HOWEVER**, that this deed shall be null and void and of no force and effect if it is not recorded within ninety (90) days of its date.

**WITNESS/ATTEST:**

**MAYOR AND CITY COUNCIL  
OF CUMBERLAND**

\_\_\_\_\_  
**Marjorie A. Woodring, City Clerk**

By: \_\_\_\_\_ (SEAL)  
**Raymond M. Morriss, Mayor**

**STATE OF MARYLAND,  
ALLEGANY COUNTY, TO WIT:**

**I HEREBY CERTIFY**, that on this \_\_\_\_ day of \_\_\_\_\_, 2021, before me, the subscriber, a Notary Public of the State and County aforesaid, personally appeared **Raymond M. Morriss**, known to me or satisfactorily identified to be the person whose name is subscribed to the within instrument, the Mayor of Mayor and City Council of Cumberland, a municipal corporation of the State of Maryland, and acknowledged the foregoing to be the act and deed of the said Mayor and City Council of Cumberland; and at the same time made oath he is duly authorized by it to make this acknowledgment; and he further certified under the penalties of perjury that the actual consideration for the foregoing conveyance is \$ \_\_\_\_\_ and he further made oath in due form of law that this transaction is not subject to the provisions of Section 10-912 of the Tax General Article of the Maryland Annotated Code as the grantor is a resident entity of the State of Maryland.

**WITNESS** my hand and Notarial Seal.

\_\_\_\_\_  
**NOTARY PUBLIC**

**My Commission Expires:** \_\_\_\_\_

**I HEREBY CERTIFY** that the within and foregoing document was prepared by, or under the supervision of, the undersigned, a Maryland attorney, and that no title search was performed in connection with its preparation.

\_\_\_\_\_  
**MICHAEL SCOTT COHEN**

**File Attachments for Item:**

**2. Ordinance 3903** (*2nd and 3rd readings*) - accepting the bid from the "On-going Surplus Property Sale" for 3 Altamont Terrace from David W. Smith for the amount of \$100 and authorizing execution of a deed to effect the conveyance

**ORDINANCE NO. 3903**

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND ENTITLED "AN ORDINANCE TO ACCEPT BID FOR THE PURCHASE OF A PARCEL OF REAL PROPERTY IN THE CITY OF CUMBERLAND KNOWN AS 3 ALTAMONT TERRACE AND TO AUTHORIZE THE CONVEYANCE OF THIS PROPERTY TO DAVID W. SMITH, SUBJECT TO THE TERMS SET FORTH HEREINAFTER, AND TO AUTHORIZE THE EXECUTION OF A DEED TO EFFECT THAT CONVEYANCE."

**WHEREAS**, Mayor and City Council of Cumberland is the fee simple owner of a certain parcel of real property located at 3 Altamont Terrace, Cumberland MD (the "Property");

**WHEREAS**, the Property was declared surplus under the terms of Order No. 26,757, passed by the Mayor and City Council on February 16, 2021;

**WHEREAS**, bids for the purchase of the Properties and other parcels of real property were solicited by means of the 2020 Request for Bids Surplus Properties Round II;

**WHEREAS**, the City received bids for ten (10) of the solicited properties and passed Ordinance Nos. 3892, 3898 and 3899 to accept the bids and authorize conveyance of the properties to the successful bidders;

**WHEREAS**, the City has received an additional bid on one (1) of the remaining properties, known as 3 Altamont Terrace, and staff is recommending that the Mayor and City Council award the bid for this property to David W. Smith ("Purchaser") for the amount of \$100.00 (One Hundred Dollars); and

**WHEREAS**, subject to the hereinafter set forth terms, the Mayor and City Council deem the acceptance of this bid to be in the City's best interests.

**NOW, THEREFORE**

**SECTION 1:** BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, MARYLAND, that the Mayor and City Council accept the

bid of David W. Smith for the sum of \$100.00 (One Hundred Dollars) subject to the following terms and conditions:

- A. Purchaser shall pay all recordation and transfer taxes required to record the deed effecting the conveyance of the Property successfully bid upon; although it is expected that no such taxes will be due.
- B. Purchaser will pay the City and County real estate taxes due from the date of the deed through the remainder of the tax year and will assume responsibility for the payment of those taxes thereafter. The amount of pro-rated City and County taxes will be conveyed to the purchaser and shall be paid by cashier's check, personal check, or money order.
- C. The Properties will be conveyed to the Purchaser by means of a quitclaim deed containing no warranties or representations of any kind, the form of which is set forth in the Exhibit B attached hereto;
- D. The City will record the deed for the Purchaser, who in turn shall pay the City's \$100.00 deed recordation fee.
- E. The purchase price, the pro-rated City and County taxes, and the City's \$100.00 recording fee shall be paid by cashiers check or money order made payable to "City of Cumberland" and shall be hand-delivered or mailed to:

City Clerk  
City Hall  
57 N. Liberty Street  
Cumberland, MD 21502

A purchaser's deed shall be released upon the payment of these sums and final recordation of the deed.

F. Failure to remit the aforesaid payments to the City Clerk within sixty (60) days from the date of the passage of this Ordinance shall result in the rejection of a purchaser's bid, unless said deadline is extended by the City Administrator or City Solicitor for good cause shown.

G.

**SECTION 2:** AND BE IT FURTHER ORDAINED, that the Mayor and City Clerk be and they are hereby authorized to execute and deliver deeds effecting the aforesaid conveyances subject to the aforesaid requirements;

**SECTION 3:** AND BE IT FURTHER ORDAINED, that this Ordinance shall take effect from the date of its passage.

Passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Raymond M. Morriss, Mayor

ATTEST:

\_\_\_\_\_  
Marjorie A. Woodring, City Clerk

# EXHIBIT A

## QUITCLAIM DEED

**THIS QUITCLAIM DEED**, made this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between **Mayor and City Council of Cumberland** (the “Grantor”), a Maryland municipal corporation, and \_\_\_\_\_ (the “Grantee”), \_\_\_\_\_, party of the second part.

### WITNESSETH:

That for and in consideration of the sum of \_\_\_\_\_ cash in hand paid and for other good and valuable considerations, the receipt of all of which is hereby acknowledged, the Grantor does hereby grant, bargain and sell, release, confirm and convey unto the Grantee, \_\_\_\_\_ [personal representatives, administrators, heirs or successors] and assigns, forever in fee simple:

**IT BEING** the same property which was conveyed from \_\_\_\_\_ to the Grantor by deed dated \_\_\_\_\_ and recorded among the Land Records of Allegany County, Maryland in Book \_\_\_\_\_, Page \_\_\_\_\_.

**TOGETHER** with the buildings and improvements thereon, and the rights, roads, ways, waters, privileges and appurtenances thereunto belonging or in anywise appertaining.

**TO HAVE AND TO HOLD** the above-described property unto the Grantee, \_\_\_\_\_ [personal representatives, administrators, heirs or successors] and assigns in fee simple forever.

**PROVIDED, HOWEVER**, that this deed shall be null and void and of no force and effect if it is not recorded within ninety (90) days of its date.

WITNESS/ATTEST:

**MAYOR AND CITY COUNCIL  
OF CUMBERLAND**

\_\_\_\_\_  
Marjorie A. Woodring, City Clerk

By: \_\_\_\_\_ (SEAL)  
Raymond M. Morriss, Mayor

**STATE OF MARYLAND,  
ALLEGANY COUNTY, TO WIT:**

**I HEREBY CERTIFY**, that on this \_\_\_\_ day of \_\_\_\_\_, 2021, before me, the subscriber, a Notary Public of the State and County aforesaid, personally appeared **Raymond M. Morriss**, known to me or satisfactorily identified to be the person whose name is subscribed to the within instrument, the Mayor of Mayor and City Council of Cumberland, a municipal corporation of the State of Maryland, and acknowledged the foregoing to be the act and deed of the said Mayor and City Council of Cumberland; and at the same time made oath he is duly authorized by it to make this acknowledgment; and he further certified under the penalties of perjury that the actual consideration for the foregoing conveyance is \$\_\_\_\_\_ and he further made oath in due form of law that this transaction is not subject to the provisions of Section 10-912 of the Tax General Article of the Maryland Annotated Code as the grantor is a resident entity of the State of Maryland.

**WITNESS** my hand and Notarial Seal.

\_\_\_\_\_  
**NOTARY PUBLIC**

**My Commission Expires:** \_\_\_\_\_

**I HEREBY CERTIFY** that the within and foregoing document was prepared by, or under the supervision of, the undersigned, a Maryland attorney, and that no title search was performed in connection with its preparation.

\_\_\_\_\_  
**MICHAEL SCOTT COHEN**

**File Attachments for Item:**

**3. Ordinance 3904** (*2nd and 3rd readings*) - to repeal and reenact with amendments Sections 16-1 through 16-6 of the City Code to update employee paygrades

ORDINANCE NO. 3904

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND, ENTITLED, “AN ORDINANCE TO REPEAL AND REENACT WITH AMENDMENTS SECTIONS 16-1 THROUGH 16-6 OF THE CODE OF THE CITY OF CUMBERLAND (1991 EDITION), FOR THE PURPOSE OF UPDATING EMPLOYEE PAY GRADES.”

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, that Sections 16-1 of the Code of the City of Cumberland (1991 Edition) be and are hereby repealed and reenacted as follows:

**16-1. Pay Grades - AFSCME Employees**

The following pay grades shall apply for all City employees who are, as of the effective date of this section, represented by the American Federation of State, County and Municipal Employees (AFSCME) No. 553:

(a). General Trades and Labor

Arborist I	7
Arborist II	8
Auto Technician – Entry Level	7
Auto Technician I	8
Auto Technician II	9
Facilities Technician – Entry Level	6
Facilities Technician I	7
Facilities Technician II	8
HVAC Mechanic	11
Journeyman Electrician	11
Plant Electrician	11
Lead Utilities Technician	9
Meter Technician Coordinator	8
Parking Meter Supervisor	8
Pipe Technician - Entry Level	6

Pipe Technician I	7
Pipe Technician II	8
Pipe Technician III	9
Plant Technician - Entry Level	6
Plant Technician I	7
Plant Technician II	8
Plant Technician III	10
Public Works Technician - Entry Level	6
Public Works Technician I	7
Public Works Technician II	8
Service Technician - Entry level	6
Service Technician I	7
Service Technician II	8

(b). Clerical, IT, and Administrative

Accounting Associate I	6
Accounting Associate II	7
Accounting Associate III	8
Accounting Clerk	8
Accounting Specialist	9
Administrative Associate I	7
Administrative Associate II	9
Codes Technician	9
Contracts Administration Officer	10
Engineering Technician I	9
Fire Administrative Officer	9
Laboratory Technician, Water Reclamation	9
Police Records Specialist	7

**16-2. Pay Grades - UFCW Employees / Law Enforcement Officers**

The following pay grades shall apply for all City employees who are, as of the effective date of this section, represented by the United Food and Commercial Workers (UFCW), Local 1994 and/or who are law enforcement officers:

Police Patrolman Entry	9
Police Officer	9
Police Corporal	11
Police Sergeant	12

**16.3 Pay Grades - International Association of Fire Fighters (IAFF) Local #1715 / Firefighters**

*(\*Denotes an FLSA-exempt position unless covered by a collective bargaining agreement)*

Firefighter / EMT - B/I/P	9
Fire Equipment Operator / EMT - B/I/P	10
Fire Lieutenant / EMT - B/I/P	12

**16.4 Pay Grades - Employees Not Represented by a Collective Bargaining Unit**

*(\*Denotes an FLSA-exempt position unless covered by a collective bargaining agreement)*

Accountant	11*
Accounting Supervisor	13*
Administrative Associate I	7
Administrative Associate II	9
Assistant to the City Clerk	7
Central Services Maintenance Coordinator	15*
Citizen Service Representative	10*
City Comptroller	18*
City Forester	12*
Codes Compliance Manager	13*

Codes Compliance Officer	12*
Community Development Generalist	10*
Community Development Specialist - Senior	14*
Downtown Development Commission - Executive Director	12*
Fire Battalion Chief	15
Fire Captain	14
Fire Marshall	15
Economic Development Specialist	12
Economic Development Corporation Executive Director	17*
Engineering Director	17*
Engineering GIS Specialist	11
Engineering - Senior Engineer	14*
Engineering Specialist	12
Environmental Specialist	14*
GIS Specialist	11
Historic Planner / Preservation Coordinator	13*
Human Resources Associate	10
Human Resources Officer	12*
Information Technologies Director	17*
Cybersecurity Specialist	13*
Information Technologies Specialist	13*
Mall Maintenance Manager	7
Parks and Recreation Director	14*
Police Captain	16*
Police Lieutenant	14*
Public Works - Central Services Maintenance Coordinator	15*
Vehicle Maintenance - Fleet Manager	13*
Public Works Operations Manager	16*
Public Works Utilities Manager	16*
Senior Engineer	14*

Sewer and Flood Control Coordinator	12*
Sewer and Flood Superintendent	15*
Streets and Public Properties Maintenance Coordinator	12*
Streets and Public Properties Superintendent	15*
Water Reclamation Facility Superintendent	15*
Water Distribution and Technical Services Coordinator	12*
Water Distribution and Technical Services Superintendent	15*
Water Filtration Plant Coordinator	12*
Water Filtration Plant Superintendent	15*
Water Reclamation Facility Coordinator	12*

Section 16.5 Compensation Plan Generally

(a) The City Administrator shall, when necessary, make recommendations to the Mayor and City Council for changes in base and maximum salaries for each class or position in the Classified Service, as established by the compensation plan adopted by the Mayor and City Council and set out in this Chapter. Provisions shall be made for in-grade salary increases for each class or position until the maximum salary is attained. The supervisor and the appointing authority of the employee concerned shall certify to the City Administrator, through the Human Resources Officer, that the employee has performed his duties satisfactorily for the preceding year.

(b) No employee in the Classified Service shall be paid a salary less than the established minimum nor greater than the maximum rates fixed in the compensation plan for the position they hold.

(c) The compensation plan shall take effect by Ordinance of the Mayor and City Council. The Mayor and City Council shall not increase or decrease salaries of individual employees but shall fix salaries only by amendment to the compensation plan by Ordinance.

(d) The following compensation plan shall be effective from the date of its passage and shall constitute the compensation plan applicable to all employees identified in the preceding section of this chapter. It shall remain in force and effect until such time as it is amended by Ordinance of the Mayor and City Council.

Grade	Base/Minimum Salary	Midpoint	Maximum Salary
18	\$64,703	\$92,041	\$119,378
17	\$60,224	\$85,227	\$110,230
16	\$56,055	\$78,918	\$101,781
15	\$52,175	\$73,078	\$93,980
14	\$48,563	\$67,670	\$86,778
13	\$45,200	\$62,664	\$80,128
12	\$42,071	\$58,029	\$73,987
11	\$39,159	\$53,738	\$68,316
10	\$36,448	\$49,765	\$63,081
9	\$33,924	\$46,087	\$58,248
8	\$31,576	\$42,679	\$53,783
7	\$31,200	\$39,525	\$49,661
6	\$31,200	\$36,605	\$45,855

(e) Full-time, Seasonal, temporary and part-time employees shall receive pay in accordance with the greater of the State or Federal minimum rate or other rates established by the fiscal year budget.

**Section 16-6. Compensation of Board of Zoning Appeals, Officers.**

(a) The Mayor and City Council may compensate the members of the Board of Zoning Appeals at such rates as established by the order.

(b) The compensation for the City Administrator, City Clerk/Assistant City Administrator, Director of Administrative Services, Chief of the Fire Department and Chief of the Police Department shall be as is set forth in their respective employment contracts or by Order passed by the Mayor and City Council.

**SECTION 3: AND IT BE FURTHER ORDAINED,** That this Ordinance shall take effect from the date of its passage.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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MAYOR

ATTEST:

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CITY CLERK

**File Attachments for Item:**

. **Ordinance 3905** (*1st reading*) - approving an application to amend the City's zoning map to rezone property at 718 Frederick Street from R-U (Urban Residential) to R-R (Rehabilitation and Redevelopment) Floating Zone

**ORDINANCE NO. 3905**

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND, ENTITLED "AN ORDINANCE APPROVING THE APPLICATION TO AMEND THE OFFICIAL ZONING MAP REFERRED TO IN SECTION 25-1 OF THE CODE OF THE CITY OF CUMBERLAND (1991 EDITION) TO REZONE PROPERTY LOCATED AT 718 FREDERICK STREET, CUMBERLAND, MARYLAND FROM R-U (URBAN RESIDENTIAL) TO R-R (REHABILITATION AND REDEVELOPMENT FLOATING ZONE)."

**WHEREAS**, the property which is the subject of this Ordinance is presently owned by Rick Toms, the "Applicant" for the zoning map amendment which is the subject of this Ordinance; i.e., 718 Frederick Street, Cumberland, MD 21502 (the "Subject Property"), which is more particularly described in the Deed from Jon Forester and Jerry A. Goldizen to the Applicant, dated May 5, 2021 and recorded among the Land Records of Allegany County, Maryland in Book 2659, Page 330."

**WHEREAS**, the Subject Property is presently zoned R-U (Urban Residential) and is improved by a two-story building.

**WHEREAS**, the Applicant made application to the Planning and Zoning Commission of the City of Cumberland (the "Planning Commission"), requesting that the Subject Property be rezoned to R-R (Rehabilitation and Redevelopment Floating Zone

District) in order to re-establish a commercial use at that location.

**WHEREAS**, the first floor of the structure was formerly used for commercial purposes, i.e., a hair and nail salon, under the nonconforming use provisions of the City Code; however, since that use was abandoned more than twenty-four (24) months ago, it cannot be re-established under existing zoning. See City Code, Section 25-176(c)(4).

**WHEREAS**, the second floor of the Subject Property, a converted apartment, will be used by the Applicant and his family as their principal residence.

**WHEREAS**, if the requested rezoning is granted, the Applicant will establish a tattoo shop on the first floor of the Subject Property.

**WHEREAS**, the Cumberland Planning Commission Staff issued a Report dated July 7, 2021 (the "Staff Report"), a copy of which is attached hereto and incorporated by reference herein as Exhibit 1, recommending that the proposed zoning map amendment be approved subject to the nine (9) restrictions, conditions and limitations set forth on pages 2 and 3.

**WHEREAS**, among other things, the Staff Report includes Staff's findings relative to the required considerations set forth in Section 4-204(b)(1) of the Land Use Article of the Annotated Code of Maryland, i.e., population change, the

availability of public facilities, present and future transportation patterns, compatibility with existing and proposed development for the area, and the relationship of the proposed amendment to the local jurisdiction's plan.

**WHEREAS**, the Planning Commission held a hearing on August 9, 2021 for the purpose of considering the Applicant's request for a zoning map change, voting 3-0 to recommend that the Mayor and City Council approve the application. (see Exhibit 1, Page 8).

**WHEREAS**, as required by Section 25-439(e) of the City Code, the Planning Commission forwarded its recommendations relative to the proposed rezoning to the Mayor and City Council for action.

**WHEREAS**, as required by Section 4-203(b) of the Land Use Article and Section 25-439(f) of the City Code, the Mayor and City Council published notice of the time and place of the public hearing before it on the matter of the rezoning which is the subject of this Ordinance together with a summary of the proposed rezoning in *The Cumberland Times News*, a newspaper of general circulation in Allegany County and the City of Cumberland, once each week for 2 successive weeks. The notices were published on October 8, 2021 and October 13, 2021, posted to the City's website on October 1, 2021, and posted to the City Hall Bulletin Board on October 1, 2021.

**WHEREAS**, as required by Section 4-203(b) of the Land Use Article and Section 25-439(e) of the City Code, a public hearing on the proposed rezoning was held before the Mayor and City Council on October 19, 2021, at which public hearing all parties in interest and citizens of the City of Cumberland were permitted to be heard concerning the proposed rezoning.

**WHEREAS**, having considered the Staff Report, the attachments thereto and the other evidence, if any, presented, the Mayor and City Council made the following findings:

1. Since the RR zone is a "floating zone," a determination of a substantial change in the character of the neighborhood or a mistake in the original zoning of the Subject Property under Section 4-204(b)(2) of the Land Use Article is not required. City Code, Sec. 25-144; *Beall v. Montgomery County*, 240 Md 77, 90 (1965).

2. As required under the terms of the Court of Appeals' ruling in *Beall*, the application complies with the express purposes for which the floating zone was established. The purpose of the RR Zone is to provide incentive for the reuse, rehabilitation and redevelopment of abandoned structures that were originally used for industrial, warehouse, or other employment purposes but which have become nonconforming in the district in which they are located. See City Code, Sec.

25-144. The first floor of the structure on the Subject Property has been abandoned. By virtue of its design, it cannot feasibly be converted to a conforming use within the neighborhood. If left vacant, it would be likely to have a blighting influence in the neighborhood.

3. The reuse, rehabilitation and redevelopment of abandoned structures in an RR Zoning District should be conducted in a manner such that the integrity of the neighborhood can be preserved. See City Code, Sec. 25-144(c)(2). The applicable criteria (performance standards) for considering an application to rezone a property to the RR Zone in order to determine whether such a use is compatible with the neighborhood are set forth in Section 25-144(d) of the City Code. Additional requirements relative to the establishment of an RR Zone are set forth in Section 25-144 of the City Code.

4. In addition to considering the aforesaid requirements, the Mayor and City Council are required to make findings relative to the required considerations set forth in Section 4-204(b)(1) of the Land Use Article which were identified previously herein.

5. The Mayor and City Council adopt the findings set forth in the Staff Report as its findings with respect to the subject application.

**WHEREAS**, based upon the foregoing, the Mayor and City Council determined that the application for the rezoning of the Subject Property should be granted and the nine (9) restrictions, conditions and limitations recommended by the Planning Commission should apply.

**NOW, THEREFORE:**

**SECTION 1:** BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, that the Applicant's application to rezone the Subject Property from R-U to R-R is granted. The Official Zoning Map referred to in Section 25-1 of the Code of the City of Cumberland (1991 Edition) be and is hereby amended to rezone the Subject Property accordingly.

**SECTION 2:** BE IT FURTHER ORDAINED, as permitted by Section 25-442(a) of the City Code, the aforesaid rezoning is subject to the following restrictions, conditions and limitation. The Applicant shall:

1. Comply with all applicable environmental standards and requirements listed in Section 25-138 (noise, lighting, vibrations, noise pollution, etc.);
2. Satisfy the off-street parking and loading requirements of Article 12;
3. Provide required buffers along existing residential uses required in Article 13;
4. Satisfy specific signage limitations;

5. Comply with certain trip generation limitations or provide a traffic study to show that the use will not exceed the capacity of local streets;
6. Require no access for loading and unloading from a local street;
7. Require no outside storage of materials or products associated with the use;
8. Ensure that any light manufacturing uses will be conducted in an entirely enclosed space; and
9. Comply with operating hours restrictions between 10:00 p.m. and 6:00 a.m.

**SECTION 3:** BE IT FURTHER ORDAINED, that the Mayor and City Council impose the following additional conditions:

1. The Applicant shall comply with the applicable terms of Chapter 25 of the Cumberland City Code, including but not limited to, Section 25-144, as amended from time-to-time.

**SECTION 4:** BE IT FURTHER ORDAINED, that the said change shall be made on the Official Zoning Map immediately by inserting an entry on said Map stating: "On November 16, 2021 (PENDING FINAL VOTE), by official action of the Mayor and City Council of Cumberland, the following changes were made on the Official Zoning Map:

1. The property located at 718 Frederick Street shall be zoned RR; and

2. The said property is and shall be subject to those certain restrictions, conditions and limitations set forth in Ordinance No. 3905." (PENDING FINAL VOTE)

**SECTION 4:** AND BE IT FURTHER ORDAINED, that this Ordinance shall take effect on the eleventh day following its passage.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Raymond M. Morriss,  
Mayor

ATTEST:

\_\_\_\_\_  
Marjorie A. Woodring  
City Clerk

**File Attachments for Item:**

. **Ordinance 3906** (*1st reading*) - accepting the bid from Michael W. and Kimberly A. McKay for the purchase of 17 Paw Paw Alley and authorizing execution and conveyance of a deed to effect the transfer

**ORDINANCE NO. 3906**

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF CUMBERLAND ENTITLED "AN ORDINANCE TO ACCEPT BID FOR THE PURCHASE OF A PARCEL OF REAL PROPERTY IN THE CITY OF CUMBERLAND KNOWN AS 17 PAW PAW ALLEY AND TO AUTHORIZE THE CONVEYANCE OF THIS PROPERTY TO MICHAEL W. AND KIMBERLY A. MCKAY, SUBJECT TO THE TERMS SET FORTH HEREINAFTER, AND TO AUTHORIZE THE EXECUTION OF A DEED TO EFFECT THAT CONVEYANCE."

**WHEREAS**, Mayor and City Council of Cumberland is the fee simple owner of a certain parcel of real property located at 17 Paw Paw Alley, Cumberland MD (the "Property");

**WHEREAS**, the Property was declared surplus under the terms of Order No. 26,757, passed by the Mayor and City Council on February 16, 2021;

**WHEREAS**, the Property was included in the solicitation for bids known as the "2020 Request for Bids Surplus Properties Round III" but was not bid upon in the original solicitation for bids;

**WHEREAS**, the City has since received a bid for the Property through the City's "On-Going Surplus Property Sale" and staff is recommending that the Mayor and City Council award the bid for the property known as 17 Paw Paw Alley to Michael W. and Kimberly A. McKay ("Purchaser") for the amount of \$2,500.00 (Two Thousand, Five Hundred Dollars); and

**WHEREAS**, subject to the hereinafter set forth terms, the Mayor and City Council deem the acceptance of this bid to be in the City's best interests.

**NOW, THEREFORE**

**SECTION 1:** BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, MARYLAND, that the Mayor and City Council accept the bid of Michael W. and Kimberly A. McKay for the sum of \$2,500.00

(Two Thousand, Five Hundred Dollars) subject to the following terms and conditions:

- A. Purchaser shall pay all recordation and transfer taxes required to record the deed effecting the conveyance of the Property successfully bid upon;
- B. Each purchaser shall pay the \$60.00 deed recordation fee charged by the court.
- C. Purchaser will pay the City and County real estate taxes due from the date of the deed through the remainder of the tax year and will assume responsibility for the payment of those taxes thereafter. The amount of pro-rated City and County taxes will be conveyed to the purchaser and shall be paid by cashier's check, personal check, or money order.
- D. The Properties will be conveyed to the Purchaser by means of a quitclaim deed containing no warranties or representations of any kind, the form of which is set forth in the Exhibit B attached hereto;
- E. The City will record the deed for the Purchaser, who in turn shall pay the City's \$100.00 deed recordation fee.
- F. The purchase price, the pro-rated City taxes, and the City's \$100.00 recording fee shall be paid by bank check, cashiers check or money order made payable to "City of Cumberland" and shall be hand-delivered or mailed to:

City Clerk  
City Hall  
57 N. Liberty Street  
Cumberland, MD 21502

County taxes and County recording fees shall be paid by bank check, cashiers check or money order made payable to "Allegany County" and shall be hand-delivered or mailed to:

City Clerk  
City Hall  
57 N. Liberty Street  
Cumberland, MD 21502

A purchaser's deed shall be released upon the payment of these sums and final recordation of the deed.

- G. Failure to remit the aforesaid payments to the City Clerk within sixty (60) days from the date of the passage of this Ordinance shall result in the rejection of a purchaser's bid, unless said deadline is extended by the City Administrator or City Solicitor for good cause shown.

**SECTION 2:** AND BE IT FURTHER ORDAINED, that the Mayor and City Clerk be and they are hereby authorized to execute and deliver deeds effecting the aforesaid conveyances subject to the aforesaid requirements;

**SECTION 3:** AND BE IT FURTHER ORDAINED, that this Ordinance shall take effect from the date of its passage.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Raymond M. Morriss, Mayor

ATTEST:

\_\_\_\_\_  
Marjorie A. Woodring, City Clerk

# EXHIBIT A

## QUITCLAIM DEED

**THIS QUITCLAIM DEED**, made this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between **Mayor and City Council of Cumberland** (the “Grantor”), a Maryland municipal corporation, and \_\_\_\_\_ (the “Grantee”), \_\_\_\_\_, party of the second part.

### WITNESSETH:

That for and in consideration of the sum of \_\_\_\_\_ cash in hand paid and for other good and valuable considerations, the receipt of all of which is hereby acknowledged, the Grantor does hereby grant, bargain and sell, release, confirm and convey unto the Grantee, \_\_\_\_\_ [personal representatives, administrators, heirs or successors] and assigns, forever in fee simple:

**IT BEING** the same property which was conveyed from \_\_\_\_\_ to the Grantor by deed dated \_\_\_\_\_ and recorded among the Land Records of Allegany County, Maryland in Book \_\_\_\_\_, Page \_\_\_\_\_.

**TOGETHER** with the buildings and improvements thereon, and the rights, roads, ways, waters, privileges and appurtenances thereunto belonging or in anywise appertaining.

**TO HAVE AND TO HOLD** the above-described property unto the Grantee, \_\_\_\_\_ [personal representatives, administrators, heirs or successors] and assigns in fee simple forever.

**PROVIDED, HOWEVER**, that this deed shall be null and void and of no force and effect if it is not recorded within ninety (90) days of its date.

WITNESS/ATTEST:

**MAYOR AND CITY COUNCIL  
OF CUMBERLAND**

\_\_\_\_\_  
**Marjorie A. Woodring, City Clerk**

By: \_\_\_\_\_ (SEAL)  
**Raymond M. Morriss, Mayor**

**STATE OF MARYLAND,  
ALLEGANY COUNTY, TO WIT:**

**I HEREBY CERTIFY**, that on this \_\_\_\_ day of \_\_\_\_\_, 2021, before me, the subscriber, a Notary Public of the State and County aforesaid, personally appeared **Raymond M. Morriss**, known to me or satisfactorily identified to be the person whose name is subscribed to the within instrument, the Mayor of Mayor and City Council of Cumberland, a municipal corporation of the State of Maryland, and acknowledged the foregoing to be the act and deed of the said Mayor and City Council of Cumberland; and at the same time made oath he is duly authorized by it to make this acknowledgment; and he further certified under the penalties of perjury that the actual consideration for the foregoing conveyance is \$\_\_\_\_\_ and he further made oath in due form of law that this transaction is not subject to the provisions of Section 10-912 of the Tax General Article of the Maryland Annotated Code as the grantor is a resident entity of the State of Maryland.

**WITNESS** my hand and Notarial Seal.

\_\_\_\_\_  
**NOTARY PUBLIC**

**My Commission Expires:** \_\_\_\_\_

**I HEREBY CERTIFY** that the within and foregoing document was prepared by, or under the supervision of, the undersigned, a Maryland attorney, and that no title search was performed in connection with its preparation.

\_\_\_\_\_  
**MICHAEL SCOTT COHEN**

**File Attachments for Item:**

. **Order 26,894** - accepting the sole source proposal from Gwin, Dobson & Foreman in the not-to-exceed amount of \$26,870 to support the City's efforts to renew the Water Allocation Permit from the PA Department of Environmental Protection for the Water Filtration Plant

**- Order -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

**ORDER NO. 26,894**

**DATE: November 2, 2021**

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

**THAT**, the Sole Source request to award Gwin, Dobson & Foreman, Inc., 3121 Fairway Drive, Altoona, PA, 16602 with a contract to support the City's efforts to renew the Water Allocation Permit through the Pennsylvania Department of Environmental Protection at the Water Filtration Plant in the estimated not-to-exceed amount of Twenty-six Thousand, Eight Hundred Seventy Dollars and No Cents (\$26,870.00) be and is hereby accepted; and

**BE IT FURTHER ORDERED**, that this permit is to be renewed every twenty-five (25) years.

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**Raymond M. Morriss, Mayor**

Budget: 002.230.20100

# Council Agenda Summary

Meeting Date: 11/2/2021

Key Staff Contact: Robert Smith, PE

## *Item Title:*

Water Allocation Permit Renewal PADEP (21-21-WFP)

## *Summary of project/issue/purchase/contract, etc for Council:*

Sole source request to award Gwin, Dobson & Foreman with a contract to support the City efforts to renew the Water Allocation Permit through the Pennsylvania Department of Environmental Protection at the Water Filtration Plant in the estimated not to exceed amount of \$26,870.00. This permit is renewed every 25 years and establishes the limit for the amount of water that can be processed through the Water Filtration Plant as well as the amount of water that must be released into the adjacent tributary.

Gwin, Dobson & Foreman performed a full plant assessment in 2018 to determine operational and capital improvements that are necessary. They understand our process and have a long history of working with PADEP on permitting issues.

PADEP will be looking to reduce the amount of water that the City can pull from Lake Gordon, as well as increase the amount we are required to release back into the stream. We need an experienced firm to aid us in this effort to maximize what we can pull from Lake Gordon.

The project is budgeted for this fiscal year, and utilizes City Water funds.

*Amount of Award:* \$26,870.00

*Budget number:* 002.230.20100

*Grant, bond, etc. reference:* City Funds



Cindi Mertens &lt;cindi.mertens@cumberlandmd.gov&gt;

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**Re: GDF Sole Source - Water Allocation Permit**

1 message

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**Ken Tressler** <ken.tressler@cumberlandmd.gov>

Thu, Oct 21, 2021 at 12:52 PM

To: Robert Smith &lt;robert.smith@cumberlandmd.gov&gt;

Cc: Zach Sloane &lt;zach.sloane@cumberlandmd.gov&gt;, Mark Gandolfi &lt;mark.gandolfi@cumberlandmd.gov&gt;, Cindi Mertens &lt;cindi.mertens@cumberlandmd.gov&gt;

Hello Bobby,

Gien GDF's know of the filtration plant, the PADEP requirements and the tremendous importance of this activity, I approve the sole source request subject to M&CC's final approval.

On Thu, Oct 21, 2021 at 10:15 AM Robert Smith <robert.smith@cumberlandmd.gov> wrote:

Ken - Per our conversation in the Director's meeting, I am requesting permission to sole source a contract to Gwin, Dobson & Foreman in the estimated, not-to-exceed amount of \$26,870 to support the City's Water Allocation Permit renewal at the Water Filtration Plant. GDF performed a plant assessment in 2018 to review the facility's operational and capital improvement needs. They have extensive experience in dealing with PADEP matters which will be critical for this permit renewal. PADEP will be trying to reduce the amount of water we can process at the plant and increase the amount of water we have to release into the stream. GDF will be critical in our negotiations with GDF to minimize the regulatory effects of this permit that expires every 25 years.

With your approval, this contract will be placed on the 11/2 M&CC agenda.

Thanks.

**Robert Smith, P.E.**

Director of Engineering/Interim Utilities Manager

City of Cumberland

[57 N. Liberty Street](#)[Cumberland, MD 21502](#)

Office 301-759-6600

Direct 301-759-6601

Cell 301-268-1180

FAX 301-759-6608

email: [robert.smith@cumberlandmd.gov](mailto:robert.smith@cumberlandmd.gov)

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Ken Tressler, CPA

Director of Administrative Services, Interim City Administrator

[57 N. Liberty Street](#)[Cumberland, MD 21502](#)

Office (301) 759-6406

Cell (304) 813-6470



GWIN  
DOBSON &  
FOREMAN  
ENGINEERS

October 11, 2021

Robert Smith, P.E.  
Director of Engineering/Interim Utilities Manager  
City of Cumberland  
57 N. Liberty Street  
Cumberland, MD 21502

**RE: Professional Services Proposal  
Evitts Creek Water Company  
PADEP Water Allocation Permit Renewal**

Dear Robert,

According to our conference call on October 8, we offer the following professional services proposal for the PADEP Water Allocation Permit Renewal for the Evitts Creek Water Company (EVWC).

**General** - The 1997 water allocation permit issued will expire on September 8, 2022. EVWC is currently permitted to withdraw up to 15 million gallons per day (MGD) based on a yearly average from Lake Gordon and Koon Lake with a maximum withdrawal not to exceed 18 MGD. A continuous minimum release of 2.2 MGD must be maintained below Lake Gordon Dam at all times. A renewal application must be submitted 6 months prior to the permit expiration date or February 8, 2022.

**Technical Scope of Services** – GDF will perform all professional services to complete the water allocation permit application (see attached) which includes the following general task elements:

- **General Information** – Provide information on existing sources, prior DEP permits issued, safe yield information, existing and future interconnections with public water suppliers, service area wastewater disposal facilities and related information. Estimate labor time – 40 hours
- **Water System Data and Projected Water Withdrawal** – Perform statistical evaluation of existing water production records, metered consumption, non-revenue water include average daily and peak demand conditions, etc. Provide detailed analysis of consumption data from domestic, commercial, industrial, institutional and municipal sources including trend analysis. Review projected water demand based on current and projected service area needs. Perform justification for proposed water allocation water withdrawal. Estimated labor time –60 hours
- **Water System Operation, Monitoring and Control** – Provide details on water system operations based on data provided by the City including description of water system facilities (treatment, transmission, pumping, distribution, storage); plan and programs for future water system improvements; system expansion; implementation schedule for water system improvements; detailed description, of present and future water conservation program; description of leak detection program; daily operation procedures, drought contingency plan. Estimated labor time – 75 hours

- **Application** – Prepare application and related documents for review and approval by City. Provide the necessary coordination and communication with City Utilities personnel, managers and operators, as required. Estimated labor time – 75 hours.

**Cost Proposal and Schedule** – GDF intends to complete the water allocation according to the Technical Scope of Services for an estimated cost of \$26,870 involving a projected labor time of 250 hours plus reimbursable expenses. Pending City authorization, the application and associated documentation will be completed in sufficient time to allow for City review and approval prior to the February 8, 2022 submission deadline. Invoices will be submitted on a monthly basis for the actual time and costs incurred.

**Data, Records and Reports** – We assume that all related water system information and data required by the application will be provided by the City for each of the items listed in the attached application that will allow GDF to provide the necessary engineering analysis and data compilation.

**Conditions** – The above scope of services are those necessary to complete the water allocation permit application submission to PADEP. Technical responses to DEP comments that require the provision for additional data, system analysis, application supplementation, or responses to appeal reduced DEP water withdrawals and pass-by flow, etc. will be performed based on the actual time and costs incurred according to the attached schedule of rates and charges.

We appreciate the opportunity to submit this proposal for your review and consideration. If you have any questions, please contact me at your convenience.

Respectfully Submitted,  
GWIN, DOBSON & FOREMAN, INC.



Mark Glenn, P.E.  
President

Enclosures

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**GWIN, DOBSON & FOREMAN, INC.**  
**2022 STANDARD SCHEDULE OF RATES & CHARGES**

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<u>LABOR CLASSIFICATION</u>	<u>RATE/HOUR</u>
Principal-in-Charge	\$170.00
Project Principal	148.00
Senior Project Engineer	125.00
Senior Project/Manager	125.00
Project Engineer	100.00
Senior Environmental Scientist	100.00
Senior Engineer	90.00
Staff Engineer	80.00
Environmental Scientist	80.00
Junior Engineer	70.00
CADD Manager	85.00
Information Technology Manager	77.00
Senior Designer	77.00
Senior Engineering Technician	70.00
Designer	70.00
CADD Technician	62.00
Survey Supervisor (PLS)	98.00
Survey Crew (3-Person)	190.00
Survey Crew (2-Person)	140.00
Construction Operations Director	115.00
Senior Resident Project Representative	83.00
Resident Project Representative	76.00
Office Services Coordinator	77.50
Senior Administrative Assistant	63.25
Administrative Assistant	47.50
<u>REIMBURSABLE EXPENSES</u>	<u>COST</u>
Mileage	\$0.57.5-/mile
Subsistence (Meals)	\$80.00/day
Lodging	\$155.00/day
Postage/Courier Service	Cost
Telephone/Cell	Cost
Reproduction	
Plain Paper Copies	\$0.15 PPC
Color Copies	\$0.32/copy
Drawings (24" x 36")	\$2.10/Sheet
Professional Consultants	Cost Plus 12%



Coordination # \_\_\_\_\_

COMMONWEALTH OF PENNSYLVANIA  
 DEPARTMENT OF ENVIRONMENTAL PROTECTION  
 BUREAU OF WATERSHED CONSERVATION

**APPLICATION FOR WATER ALLOCATION**

<p><b>Before completing this form,                  read the step-by-step instructions                  provided with this Permit form.</b></p>	<p><b>DEP USE ONLY</b></p> <p>Application ID# (Assigned by DEP) _____</p> <p>Stamp Date Application Received _____</p>
---	--

**SECTION A. APPLICANT IDENTIFIER**

Applicant Name: \_\_\_\_\_

**SECTION B.**

For public water supply agencies where a municipal authority and a municipality are involved jointly in the financing, operation and maintenance of the water system, describe the relationship of the municipal authority to the municipality and the respective duties and functions of each entity.

**SECTION C. SOURCE(S) FOR WHICH ALLOCATION IS BEING REQUESTED:**

Name of Source <sup>1</sup>	Quantity of Allocation Requested (gpd)	Type <sup>2</sup>	Safe Yield <sup>3</sup> (gpd)	Location of Taking Point (latitude/longitude)
<b>TOTAL</b>				XXXXXXXXXXXXXXXXXXXX

<sup>1</sup> Applications for subsidiary allocation must be accompanied by a statement from the public water supply agency or person providing water that the proposed quantity is available for acquisition by the applicant where the contract amount does not agree with the allocation request. For applications for subsidiary allocation only, Column 4 (Safe Yield) need not be completed and Column 5 (Taking Point) should indicate location of interconnection. Subsidiary permits are issued on a peak month 30-day basis.

<sup>2</sup> Type: Peak Day - PD, Peak Month (30-day) - PM, Average Day - AD, Average Annual - AA, Other - O (explain).

<sup>3</sup> Provide method of computation.

<b>SECTION D. PRIOR PERMITS DETAIL</b>		
<b>Name of Permit</b>	<b>Permit Issue Date</b>	<b>Permit Number</b>
Public Water Supply Permit		
Dams Permit		
Soils and Waterways Permit		
Other		

**SECTION E. ALLOCATION REQUEST JUSTIFICATION**

Show by calculation how the Quantity of Allocation Requested was determined. Will this allocation be adequate for the next 25 years? Describe alternative sources of supply considered in lieu of requesting a new or increased allocation for the sources listed in Section C.

Empty space for providing the justification for the allocation request.

**SECTION F. EXISTING SOURCES, INCLUDING WELLS:**

Name of Source	Average Daily Withdrawal <sup>1</sup> (gpd)	Days Use During Calendar Year	Safe Yield <sup>2</sup> ( d/ d)	Wells		Type of Use <sup>3</sup>	Location of Taking Point (latitude/longitude)	Is Withdrawal from Source Metered? (Yes / No)
				Depth (ft)	Diameter (in)			
<b>TOTAL</b>				<b>XXXX</b>	<b>XXXX</b>	<b>XXXX</b>	<b>XXXXXXXXXXXX</b>	<b>XXXXXXXXXXXX</b>

<sup>1</sup> Provide as an attachment monthly Daily Water Withdrawal Reports for the most recent two calendar years.  
<sup>2</sup> Provide method of computation or submit copies of test data.  
<sup>3</sup> Indicate if source is used on Regular-R, Auxiliary-A, or Emergency-E basis.

**SECTION G. INTERCONNECTIONS WITH OTHER PUBLIC WATER SUPPLIERS:<sup>1</sup>**

a. List each interconnection with other public suppliers. (Mark with an "M" if metered and an "E" if for emergency use)

Name of Supplier	Average Quantity of Water Transferred (gpd)				Maximum Transfer Limit per Agreement (gpd)		Maximum Hydraulic Transfer Capability (gpd)	
	From Applicant		To Applicant		From Applicant	To Applicant	From Applicant	To Applicant
	Quantity	Days	Quantity	Days				
<b>TOTAL</b>		<b>XX</b>		<b>XX</b>	<b>XXXXXXXX</b>	<b>XXXXXXXX</b>		

<sup>1</sup> Provide for each interconnection with other public water suppliers, both existing and proposed, a copy of the current agreement governing the transfer of water.  
b. Provide as an attachment the most recent two calendar-year history for each interconnection listed above, showing the date of meter reading and gallons transferred

SECTION H. INSTREAM INTAKES EXCLUDING DAMS (existing and/or proposed)		
Name of Stream	Location (latitude/longitude)	Drainage Area ( sq mi )

SECTION I. RAW WATER INTAKE DAMS AND STORAGE DAMS: <sup>1</sup> (existing and/or proposed)								
Name of Stream	Year Built	Year Last Sedimentation Survey	Location (latitude/longitude)	Storage Capacity (mg)	Surface Area (acres)	Drainage Area (sq mi)	Release Works <sup>2</sup>	
							Yes	No
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> Include reservoir elevation-area-capacity curve for each dam as an attachment to this application.  
<sup>2</sup> Does the dam have facilities to provide a release of water to the stream when water is not flowing over the spillway or top of dam? If yes, describe length, diameter, depth, valving, etc.

SECTION J. WATER TREATMENT PLANTS INCLUDING CHLORINATION FACILITIES (MARK WITH A "C"):					
Name	Location (latitude/longitude)	Design Capacity (gpd)	Permitted Capacity (gpd)	Average Daily Quantity Treated (gpd)	Average Daily Hours Operated (hrs)

Will present treatment plant(s) be expanded or a new plant constructed? Yes  No  If yes, has application been made for a public water supply permit? Yes  No  Date of application \_\_\_\_\_

SECTION K. TREATED STORAGE RESERVOIRS, STANDPIPES OR TANKS (existing "E" and/or proposed "P")					
Name	Location (latitude/longitude)	Type of Construction	Storage Capacity (gallons)	Is Reservoir Covered?	
				Yes	No
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
<b>TOTAL</b>	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX		XXX	XXX







**SECTION Q. METHODS BY WHICH THE PROPOSED ACQUISITION OF WATER RIGHTS OR WATER IS TO BE EFFECTED**

Method or methods by which the proposed acquisition of water rights or water is to be effected, i.e., merger, consolidation, purchase, eminent domain, etc.

**SECTION R. IMPACT OF THE PROPOSED ACQUISITION**

Describe the impact the proposed acquisition will have on aquatic life and other instream uses and needs. Provide details and a copy of any biological, instream flow or other studies which have been completed on sources listed in Section C. Provide information as to which species of fish occur within the stream both above and below the point of withdrawal. A statement that no impacts are expected since the withdrawal has been occurring for the past X years is not an acceptable answer.

**SECTION S. DESCRIPTION OF THE SYSTEM'S OPERATION**

Describe the system's present and proposed future operation, including a description of major facilities, and all plans for any major future expansion, modification, or other alteration of facilities or addition of new service area.

**SECTION T. TIMETABLE**

Provide a timetable for the construction of facilities required to use the requested allocation. (Examples - new dam, new intake, new pipeline, new treatment plant, additions or modification, etc.)

**SECTION U. DESCRIPTION OF PRESENT AND FUTURE WATER CONSERVATION PROGRAM**

Describe the applicant's present and future water conservation program. The Department will review the program for the inclusion of the following items:

- (1) A continuing, scheduled program of public education utilizing public media and direct contact with customers to encourage water conservation.
- (2) A program in cooperation with local governments in the service area, to develop, adopt, and implement an ordinance requiring the use of flow-reduction devices in all new construction and remodeling work requiring a building permit.
- (3) Contact and consultation with significantly large multi-family residential, institutional, industrial, and commercial water users to encourage the implementation of all feasible water conservation measures.
- (4) Contact with plumbing, hardware, and/or plumbing fixture suppliers to encourage the sale and promotion of flow reduction equipment.
- (5) A program which incorporates water conservation requirements in service agreements with new users, particularly for residential subdivisions and industrial and/or commercial developers as well as existing users.
- (6) Installation of water meters to record water use by each individual household, commercial, industrial, or other user. How are apartment houses and other multiple dwelling units metered?
- (7) A systematic program to test meters measuring withdrawals from the source(s) on a regularly scheduled basis to insure their accuracy.
- (8) A program to test customer service meters on a regular schedule of inspection, repair, and replacement to insure their measuring accuracy. Indicate meter testing/replacement schedule, including the number of each size meter tested/replaced on an annual basis.

**SECTION V. DESCRIPTION OF LEAK DETECTION PROGRAM**

Provide a description of the applicant's present and future leak detection program. The Department will review the program for the inclusion of the following items:

- (1) A regular program to detect and correct water leakage in the system.
- (2) A program for installing, maintaining, and regularly reading measuring devices at strategic points in the water system so that leaks may be detected, isolated, and repaired.
- (3) A systematic program for the replacement and rehabilitation of transmission and distribution lines and facilities.
- (4) A system to maintain records of the actions taken to monitor, repair, and prevent system losses. Give details on record-keeping and review of system losses.
- (5) A regular schedule of valve and hydrant inspection for operability and leakage. Indicate the total number of hydrants and valves within the system and the percentage of each sounded and exercised on an annual basis.

**SECTION W. DAILY OPERATIONS PLAN INCORPORATING A DROUGHT CONTINGENCY PLAN**

Does the applicant have a daily operations plan incorporating a drought contingency plan? Provide a copy of the applicant's daily operations plan. The plan must include the following items.

- (1) Explanation of daily decisions on which sources are utilized.
- (2) Monitors to measure availability of water at the source(s).
- (3) Triggering levels to take actions during droughts.
- (4) Measures to be taken to conserve the available water supply.
- (5) Staged voluntary and mandatory water use restrictions.
- (6) The identification of available emergency sources or interconnections.
- (7) A means of enforcing the water use restrictions.

**SECTION X. OVERALL SYSTEM MAP (PLEASE READ INSTRUCTIONS FOR THIS SECTION)**

This application must be accompanied by an overall system map on 7.5 minute series USGS Quadrangle maps showing the locations of the present and proposed surface and groundwater sources of supply, including and labeling all pumping stations, purification and/or filter plants, reservoirs, wells, springs, booster stations, standpipes, transmission mains and interconnections with other suppliers, and an outline of the present and proposed future service area. The map must also show service areas of wastewater treatment plants, their points of discharge, and a delineation of areas served by on-lot septic systems, if applicable.

**SECTION Y. CERTIFICATE AND SIGNATURE**

**AFFIDAVIT**

Commonwealth of Pennsylvania, County Of \_\_\_\_\_

I, \_\_\_\_\_, being duly sworn, according to law, depose and say that I (am the applicant) (am an officer or official of the applicant) (have the authority to make this application) and that the plans, reports and documents submitted as part of the application are true and correct to the best of my knowledge and belief.

Sworn and Subscribed to before me this

\_\_\_\_\_ Day Of \_\_\_\_\_ 19 \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF RESPONSIBLE OFFICIAL

\_\_\_\_\_  
NOTARY PUBLIC

THE SECTION BELOW IS TO BE COMPLETED BY THE ENGINEER AUTHORIZED BY THE APPLICANT TO PREPARE THIS APPLICATION

Name of Engineer and Firm			<b>ENGINEER'S  SEAL</b>
Mailing Address			
Telephone Number	Fax Number	E-mail Address	



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BUREAU OF WATERSHED CONSERVATION

Coordination #

**APPLICATION FOR WATER ALLOCATION  
CHECKLIST FOR SUBMITTAL**

**APPLICANT'S ✓ CHECKLIST**

Please check the following list to make sure that you have included all the required information. Place a check mark in the column provided for all items completed and/or provided.

Failure to provide all of the requested information will delay the process of the application and may result in the application being placed ON HOLD with NO ACTION, or being considered withdrawn and the application file closed.

ENCLOSE THIS CHECKLIST WITH YOUR APPLICATION FORM.

\*\*\* FOR DEP USE \*\*\*  
Application ID# \_\_\_\_\_  
Stamp Date Application Received \_\_\_\_\_

	Requirement	Check 3 If Included
1.	Have you read all the instructions accompanying the application form prior to completing the form?	<input type="checkbox"/>
2.	Have all items been completed?	<input type="checkbox"/>
3.	<u>Has additional information been provided, where required?</u>	<input type="checkbox"/>
4.	Has application been signed and notarized?	<input type="checkbox"/>
5.	Has a specific quantity of allocation been requested for each source listed in Section C?	<input type="checkbox"/>
6.	Has required map been prepared and enclosed? (See instructions and application Section X). If the required map covering the following items is not included, the application is incomplete and will be returned to the applicant.	<input type="checkbox"/>
	Sources of Supply:	
	Wells	<input type="checkbox"/>
	Springs	<input type="checkbox"/>
	Reservoirs	<input type="checkbox"/>
	Interconnections	<input type="checkbox"/>
	Intakes	<input type="checkbox"/>
	Standpipes	<input type="checkbox"/>
	Present Service Area	<input type="checkbox"/>
	Future Service Area	<input type="checkbox"/>
	Wastewater System Service Area	<input type="checkbox"/>
	Points of Discharge	<input type="checkbox"/>
7.	Has application fee been enclosed? (\$25 Check or money order payable to the Commonwealth of Pennsylvania)	<input type="checkbox"/>
8.	Have you complied with the requirements for Municipal Notification? (see page 10 of Instructions)	<input type="checkbox"/>

**File Attachments for Item:**

. **Order 26,895** - approving the sole source purchase of one (1) New Ford F150 Extended Cab Pickup Truck and one (1) New Ford F150 Regular Cab Pickup Truck from Keystone Ford using CoStars joint purchase pricing in the total amount not-to-exceed \$69,474

**- Order -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

ORDER NO. 26,895

DATE: November 2, 2021

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

THAT, the sole source purchase of the following vehicles from Keystone Ford, 301 Walker Road, Chambersburg, PA 17201, through a joint-purchasing program using CoStars Allowance 025-155 pricing, be and is hereby approved:

1)	New Ford F150 Extended Cab Pickup Truck	
	Amount Not-to-exceed .....	\$34,412
2)	New Ford F150 Regular Cab Pickup Truck	
	Amount Not-to-exceed .....	\$35,062
	Total Amount No-to-exceed .....	<u>\$69,474</u>

---

**Raymond M. Morriss, Mayor**

Budget:

Street Department 001.056.64000 .....\$34,412  
WWTP 003.310.64000 .....\$35,062

# Council Agenda Summary

**Meeting Date: November 2, 2021**

**Key Staff Contact: Brian Broadwater**

*Item Title:*

**Order Accepting the Sole Source Purchase of a New Ford F150 Regular Cab Pickup Truck from Keystone Ford, 301 Walker Road, Chambersburg, PA 17201 for an amount not to exceed \$35,062.**

*Summary of project/issue/purchase/contract, etc for Council:*

**Requesting an order to accept the sole source purchase of a New Ford F150 Regular Cab Pickup Truck from Keystone Ford for an amount not to exceed \$35,062. Keystone Ford is offering CoStars Allowance 025-155 pricing, which is in accordance with the City Code Sec. 2-171 (c) (iv) – through joint efforts with other agencies, such as those of the state, county and board of education, the city is able to take advantage of bulk purchase pricing and special sales opportunities. This truck will be used in daily operations by the John J. Difonzo Reclamation Facility.**

*Amount of Award:*

**\$35,062**

*Budget number:*

**003.310.64000 (WWTP Department)**

*Grant, bond, etc. reference:*

**N/A**



Brian Broadwater &lt;brian.broadwater@cumberlandmd.gov&gt;

**FY22 Sole Source of Two Pickups**

6 messages

**Brian Broadwater** <brian.broadwater@cumberlandmd.gov> Mon, Oct 25, 2021 at 1:59 PM  
To: Ken Tressler <ken.tressler@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

Ken,

I have two pickup trucks that I would like to sole source. These trucks will be purchased from Keystone Ford through CoStars Cooperative Purchasing 025-155.

The first truck is for the Street Department who budgeted \$34,500. Keystone quoted me \$34,412 for a New Ford F150 Extended Cab 4x4 Pickup. This truck will be used by the Street Coordinator

The second truck is for the WWTP who budgeted \$35,000. Keystone quoted me \$35,062 for a New Ford F150 Regular Cab 4x4 Pickup. The reason the regular cab is a little more is because I had it quoted with a stronger engine for use around the plant.

I also had received quotes through the Maryland State Contract, but they are sold out at this time. I recommend that we move forward with this sole source since I have the ability to obtain these trucks.

Please consider this sole source request.

Thanks,  
Brian

—  
**David Brian Broadwater Jr**

*Fleet Manager*

City of Cumberland, MD

W: (301) 759-6627 | C: (240) 920-2079

215 Bowen St. | Cumberland, MD 21502

**Cumberland**

**Brian Broadwater** <brian.broadwater@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:01 PM  
To: Ken Tressler <ken.tressler@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

Attached are the quotes.

[Quoted text hidden]

**2 attachments**

 **cumberland 2022 f150 8'bed.pdf**  
409K

 **cumberland 2022 6.5' bed f150.pdf**  
418K

**Ken Tressler** <ken.tressler@cumberlandmd.gov>

Mon, Oct 25, 2021 at 2:01 PM

To: Brian Broadwater <brian.broadwater@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

Approved - what is the expected delivery date?

[Quoted text hidden]

--

Ken Tressler, CPA  
Director of Administrative Services, Interim City Administrator  
57 N. Liberty Street  
Cumberland, MD 21502  
Office (301) 759-6406  
Cell (304) 813-6470

**Brian Broadwater** <brian.broadwater@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:03 PM  
To: Ken Tressler <ken.tressler@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

6 Months  
[Quoted text hidden]

**Brian Broadwater** <brian.broadwater@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:03 PM  
To: Ken Tressler <ken.tressler@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

Thanks for the approval.  
[Quoted text hidden]

**Robert Smith** <robert.smith@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:08 PM  
To: Brian Broadwater <brian.broadwater@cumberlandmd.gov>  
Cc: Bob Fryer <bob.fryer@cumberlandmd.gov>, Vince Mckenzie <vince.mckenzie@cumberlandmd.gov>

Thanks Brian!

Bob/Vince - Your truck is expected to be here in approximately 6 months.

**Robert Smith, P.E.**  
Director of Engineering/Interim Utilities Manager  
City of Cumberland  
57 N. Liberty Street  
Cumberland, MD 21502  
Office 301-759-6600  
Direct 301-759-6601  
Cell 301-268-1180  
FAX 301-759-6608  
email: [robert.smith@cumberlandmd.gov](mailto:robert.smith@cumberlandmd.gov)

[Quoted text hidden]

 **cumberland 2022 f150 8'bed.pdf**  
409K



Prepared by: Nelson Raines  
10/25/2021

Keystone Ford | 301 Walker Road Chambersburg Pennsylvania | 172013507

2022 F-150 4x4 Regular Cab 8' box 141" WB XL (F1E)

Price Level: 215 | Quote ID: cum22-150

## Pricing Summary - Single Vehicle

	<b>MSRP</b>
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$34,585.00
Options	\$3,645.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Destination Charge	\$1,695.00
<b>Subtotal</b>	<b>\$39,925.00</b>

### *Pre-Tax Adjustments*

<b>Code</b>	<b>Description</b>	<b>MSRP</b>
1	CoStars Allowance 025-155	-\$6,000.00
10	Stephenson Equipment	\$1,137.00
<b>Total</b>		<b>\$35,062.00</b>

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

CITY OF  
**CUMBERLAND**  
MARYLAND

**DEPARTMENT OF PUBLIC WORKS**

November 2, 2021

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

Dear Mayor and City Council,

I recommend that we move forward with the sole source purchase of a New Ford F150 Regular Cab Pickup Truck from Keystone Ford, 301 Walker Road, Chambersburg, PA 17201 through CoStars Allowance 025-155. This is in accordance with City Code Section 2-171 (c) (iv), through joint efforts with other agencies, such as those of the state, county and board of education, the city is able to take advantage of bulk purchase pricing and special sales opportunities.

This truck was budgeted by the Wastewater Treatment Plant for FY2022 for the amount of \$35,000. The total cost of the truck will be \$35,062. This truck will be used in daily operations by the John J. Difonzo Reclamation Facility.

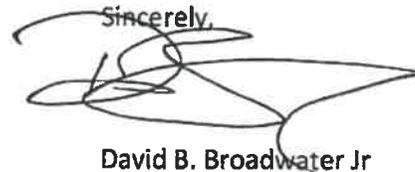
**MAYOR**  
RAYMOND M. MORRISS

**COUNCIL**  
SETH D. BERNARD  
RICHARD J. CIONI, JR.  
EUGENE T. FRAZIER  
LAURIE P. MARCHINI

**CITY ADMINISTRATOR**  
JEFFREY D. RHODES

**PW OPERATIONS  
MANAGER**  
BROOKE CASSELL

Please consider this sole source purchase.

Sincerely,  


David B. Broadwater Jr  
Fleet Manager



MEMBER MARYLAND  
MUNICIPAL LEAGUE (MML)

215 BOWEN STREET, CUMBERLAND, MD 21502 [www.cumberlandmd.gov](http://www.cumberlandmd.gov)  
VOICE (301)759-6620 • FAX (301)759-6632 • TDD (800)735-2258

# Council Agenda Summary

Meeting Date: November 2, 2021

Key Staff Contact: Brian Broadwater

*Item Title:*

Order Accepting the Sole Source Purchase of a New Ford F150 Extended Cab Pickup Truck from Keystone Ford, 301 Walker Road, Chambersburg, PA 17201 for an amount not to exceed \$34,412.

*Summary of project/issue/purchase/contract, etc for Council:*

Requesting an order to accept the sole source purchase of a New Ford F150 Extended Cab Pickup Truck from Keystone Ford for an amount not to exceed \$34,412. Keystone Ford is offering CoStars Allowance 025-155 pricing, which is in accordance with the City Code Sec. 2-171 (c) (iv) – through joint efforts with other agencies, such as those of the state, county and board of education, the city is able to take advantage of bulk purchase pricing and special sales opportunities. This truck will be used in daily operations by the Street Coordinator.

*Amount of Award:*

**\$34,412**

*Budget number:*

**001.056.640000 (Steet Department)**

*Grant, bond, etc. reference:*

**N/A**



Brian Broadwater &lt;brian.broadwater@cumberlandmd.gov&gt;

**FY22 Sole Source of Two Pickups**

6 messages

Brian Broadwater &lt;brian.broadwater@cumberlandmd.gov&gt;

Mon, Oct 25, 2021 at 1:59 PM

To: Ken Tressler &lt;ken.tressler@cumberlandmd.gov&gt;

Cc: Mark Gandolfi &lt;mark.gandolfi@cumberlandmd.gov&gt;, Brooke Cassell &lt;brooke.cassell@cumberlandmd.gov&gt;, Robert Smith &lt;robert.smith@cumberlandmd.gov&gt;

Ken,

I have two pickup trucks that I would like to sole source. These trucks will be purchased from Keystone Ford through CoStars Cooperative Purchasing 025-155.

The first truck is for the Street Department who budgeted \$34,500. Keystone quoted me \$34,412 for a New Ford F150 Extended Cab 4x4 Pickup. This truck will be used by the Street Coordinator

The second truck is for the WWTP who budgeted \$35,000. Keystone quoted me \$35,062 for a New Ford F150 Regular Cab 4x4 Pickup. The reason the regular cab is a little more is because I had it quoted with a stronger engine for use around the plant.

I also had received quotes through the Maryland State Contract, but they are sold out at this time. I recommend that we move forward with this sole source since I have the ability to obtain these trucks.

Please consider this sole source request.

Thanks,  
Brian

--

**David Brian Broadwater Jr***Fleet Manager*

City of Cumberland, MD

W: (301) 759-6627 | C: (240) 920-2079

215 Bowen St. | Cumberland, MD 21502

**Cumberland**

Brian Broadwater &lt;brian.broadwater@cumberlandmd.gov&gt;

Mon, Oct 25, 2021 at 2:01 PM

To: Ken Tressler &lt;ken.tressler@cumberlandmd.gov&gt;

Cc: Mark Gandolfi &lt;mark.gandolfi@cumberlandmd.gov&gt;, Brooke Cassell &lt;brooke.cassell@cumberlandmd.gov&gt;, Robert Smith &lt;robert.smith@cumberlandmd.gov&gt;

Attached are the quotes.

[Quoted text hidden]

**2 attachments** **cumberland 2022 f150 8'bed.pdf**  
409K **cumberland 2022 6.5' bed f150.pdf**  
418K

Ken Tressler &lt;ken.tressler@cumberlandmd.gov&gt;

Mon, Oct 25, 2021 at 2:01 PM

To: Brian Broadwater <brian.broadwater@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

Approved - what is the expected delivery date?

[Quoted text hidden]

--

Ken Tressler, CPA  
Director of Administrative Services, Interim City Administrator  
57 N. Liberty Street  
Cumberland, MD 21502  
Office (301) 759-6406  
Cell (304) 813-6470

**Brian Broadwater** <brian.broadwater@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:03 PM  
To: Ken Tressler <ken.tressler@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

6 Months  
[Quoted text hidden]

**Brian Broadwater** <brian.broadwater@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:03 PM  
To: Ken Tressler <ken.tressler@cumberlandmd.gov>  
Cc: Mark Gandolfi <mark.gandolfi@cumberlandmd.gov>, Brooke Cassell <brooke.cassell@cumberlandmd.gov>, Robert Smith <robert.smith@cumberlandmd.gov>

Thanks for the approval.  
[Quoted text hidden]

**Robert Smith** <robert.smith@cumberlandmd.gov> Mon, Oct 25, 2021 at 2:08 PM  
To: Brian Broadwater <brian.broadwater@cumberlandmd.gov>  
Cc: Bob Fryer <bob.fryer@cumberlandmd.gov>, Vince Mckenzie <vince.mckenzie@cumberlandmd.gov>

Thanks Brian!

Bob/Vince - Your truck is expected to be here in approximately 6 months.

**Robert Smith, P.E.**  
Director of Engineering/Interim Utilities Manager  
City of Cumberland  
57 N. Liberty Street  
Cumberland, MD 21502  
Office 301-759-6600  
Direct 301-759-6601  
Cell 301-268-1180  
FAX 301-759-6608  
email: robert.smith@cumberlandmd.gov

[Quoted text hidden]

 **cumberland 2022 f150 8'bed.pdf**  
409K

# CITY OF CUMBERLAND



## DEPARTMENT OF PUBLIC WORKS

November 2, 2021

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

Dear Mayor and City Council,

I recommend that we move forward with the sole source purchase of a New Ford F150 Extended Cab Pickup Truck from Keystone Ford, 301 Walker Road, Chambersburg, PA 17201 through CoStars Allowance 025-155. This is in accordance with City Code Section 2-171 (c) (iv), through joint efforts with other agencies, such as those of the state, county and board of education, the city is able to take advantage of bulk purchase pricing and special sales opportunities.

This truck was budgeted by the Street Department for FY2022 for the amount of \$34,500. The total cost of the truck will be \$34,412. This truck will be used in daily operations by the Street Department Coordinator.

**MAYOR**  
RAYMOND M. MORRIS

**COUNCIL**  
SETH D. BERNARD  
RICHARD J. CIONI, JR.  
EUGENE T. FRAZIER  
LAURIE P. MARCHINI

**CITY ADMINISTRATOR**  
JEFFREY D. RHODES

**PW OPERATIONS  
MANAGER**  
BROOKE CASSELL

Please consider this sole source purchase.

Sincerely,

A handwritten signature in black ink, appearing to read "David B. Broadwater Jr.", written over a faint, larger version of the signature.

David B. Broadwater Jr  
Fleet Manager



MEMBER MARYLAND  
MUNICIPAL LEAGUE (MML)

215 BOWEN STREET, CUMBERLAND, MD 21502 [www.cumberlandmd.gov](http://www.cumberlandmd.gov)  
VOICE (301)759-6620 • FAX (301)759-6632 • TDD (800)735-2258



Prepared by: Nelson Raines

10/21/2021

Keystone Ford | 301 Walker Road Chambersburg Pennsylvania | 172013507

2022 F-150 4x4 SuperCab 6.5' box 145" WB XL (X1E)

Price Level: 215 | Quote ID: cumb22-150

## Pricing Summary - Single Vehicle

	<b>MSRP</b>
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$37,155.00
Options	\$3,425.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Destination Charge	\$1,695.00
<b>Subtotal</b>	<b>\$42,275.00</b>

### *Pre-Tax Adjustments*

<b>Code</b>	<b>Description</b>	<b>MSRP</b>
1	CoStars Allowance 025-155	-\$9,000.00
10	Stephenson Equipment	\$1,137.00
<b>Total</b>		<b>\$34,412.00</b>

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

**File Attachments for Item:**

. **Order 26,896** - accepting the sole source proposal from Belt Paving, Inc. for the "Merchant's Alley and Kelly Road Paving Project (22-21-P)" in the estimated lump sum cost of \$68,295

**- Order -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

**ORDER NO. 26,896**

**DATES: November 2, 2021**

**ORDERED, by the Mayor and City Council of Cumberland, Maryland,**

**THAT,** the Sole Source proposal from Belt Paving, Inc., P.O. Box 1002, Cumberland, MD 21501-1002, to pave Merchant's Alley and Kelly Road along the southern end of the Grow West facility, City Project No. 22-21-P be and is hereby accepted in the estimated lump sum cost of Sixty-eight Thousand, Two Hundred Ninety-five Dollars (\$68,295.00).

---

**Raymond M. Morriss, Mayor**

Budget: 127.101.63000



P.O. BOX 1002  
CUMBERLAND, MD 21501-1002  
Telephone 301-729-8994  
Fax 301-729-0921

September 14, 2021

City of Cumberland, Engineering Division  
Public Safety Building  
20 Bedford St., Room 343  
Cumberland, MD 21502

**ATTN: Robert Smith; Director of Engineering**

**RE: Merchant's Alley / Parking Lot  
Milling, HMA Paving & Patching  
BP-21-069**

Dear Bobby:

*Belt Paving, Inc.* is pleased to offer our **LUMP SUM** proposal for the above referenced project. Pricing includes all labor, material, equipment, supervision and any incidentals necessary to perform the following scope of work with clarifications and exclusions listed herein.

**SCOPE OF WORK/CLARIFICATIONS & EXCLUSIONS**

- Price includes (1)-one mobilization, any additional mobs will be billed at \$2,000.00
- Pricing based on Site Visit and field measurements
- Total milled and paved area is approximately 1,382 SY (See Attached Sketch)
- Mill (2") Existing HMA
- Apply tack coat prior to overlay
- Overlay (2") 9.5 mm Surface
- For estimating purposes, anticipate 15% of the total area may require patching (207 SY)
- Proposed patching includes removal of (3") existing HMA (after milling) and replacing with (3") 19.0 mm HMA Base
- *Belt Paving, Inc.* anticipates (2)-two days to complete the project
- Price **EXCLUDES** adjusting inlets, manholes, valves or "other" structures.
- Price **EXCLUDES** any pavement markings

**MILL & OVERLAY LUMP SUM PRICE . . . . . \$32,750.00**

**PATCHING UNIT PRICE . . . . . 207 SY @ \$35.00 per SY = \$7,245.00**

We hope this meets with your approval, should you have any question please don't hesitate to call.

Sincerely,  
**BELT PAVING, INC.**

Jay Stanislawczyk  
Vice President/Project Estimator/Manager

cc: Randy Cirillo

**ESTIMATE SHEET**

PROJECT City of Cumberland ESTIMATOR \_\_\_\_\_  
 LOCATION Merchant's Alley SHEET NO. \_\_\_\_\_  
 SUBJECT Parking Lot DATE \_\_\_\_\_

MIII (2")

Tack

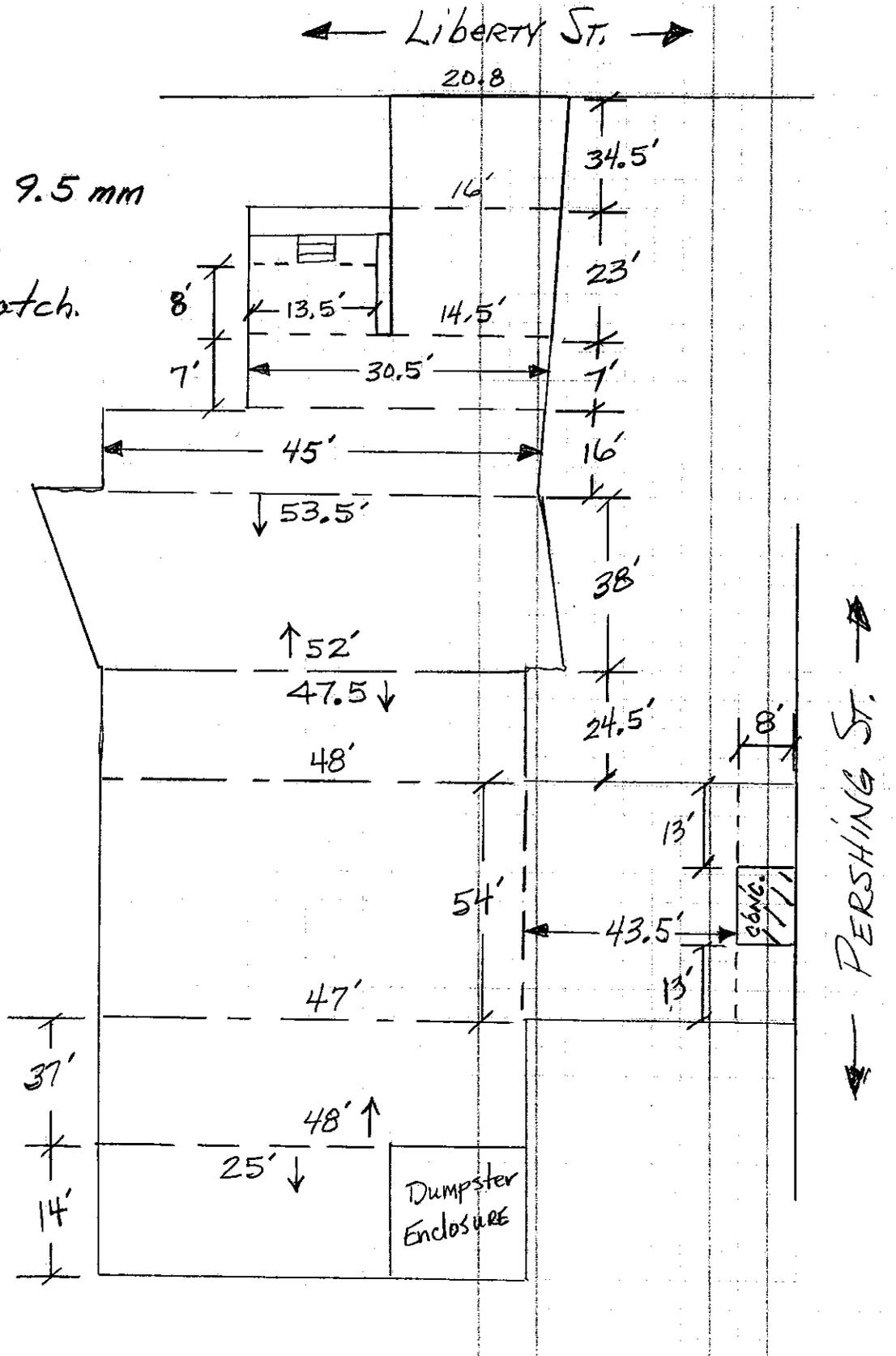
Overlay (2") 9.5 mm

For Estimating

Use 15% for patch.

TOTAL AREA:  
≈ 1,382 sy

Patch (3"):  
≈ 207 sy



# Council Agenda Summary

Meeting Date: 11/2/2021

Key Staff Contact: Robert Smith, PE

## *Item Title:*

Merchant's Alley & Kelly Road Paving (22-21-P)

## *Summary of project/issue/purchase/contract, etc for Council:*

Sole source request to award Belt Paving Inc. with a contract to pave Merchant's Alley and Kelly Road along the southern end of the Grow West Facility for the estimated lump sum cost of \$68,295 per the breakdown below:

Merchant's Alley - \$39,995

Merchant's Alley Parking Stall Striping - \$2,000 (Engineer's Estimate)

Kelly Road Repair - \$26,300

Total: \$68,295

This project involves milling, patching and overlaying the parking lot at Merchant's Alley. The lot will be striped after the pavement has been installed. The project will also reconstruct approximately 4500 SF of roadway along the south end of the Grow West Facility along Kelly Road. The cost to perform the striping work is based on an engineer's estimate.

Belt Paving was selected to perform this work due their ability to perform the work prior to the end of the paving season, as work needs to be completed prior to winter to avoid conflicting with other projects.

The project is budgeted for this fiscal year, and utilizes City funds.

*Amount of Award:* \$68,295.00

*Budget number:* 127.101.63000

*Grant, bond, etc. reference:* City Funds

**File Attachments for Item:**

. **Order 26,897** - approving a one-time Historic District Property Tax Credit in the amount of \$2,343.50 for 600 Washington Street (Tax No. 06-017118) to be used within five (5) years, and a one (1) year property tax assessment freeze

**- Order -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

ORDER NO. 26,897

DATE: November 2, 2021

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

THAT, the property located at 600 Washington Street (Tax No. 06-017118), owned by Dr. Gary Cook, be and is hereby granted a one-time Historic District Property Tax Credit based on total eligible project costs of \$23,435.00 as follows:

1. Real Estate Property Tax Credit - in the amount of \$2,343.50 for a total of five (5) years commencing with the 2022-2023 tax year, with any credit remaining expiring after that time;
2. Property Tax Assessment Freeze - One (1) year assessment freeze at the 2021-2022 assessment rate of \$184,500, commencing with the 2022-2023 tax year.

---

**Raymond M. Morriss, Mayor**

### **Historic District Tax Incentive Program**

**By Kathy McKenney**

**600 Washington Street**

**Dr. Gary Cook**

**Contact: Kerry Twigg**

**Tax Account #: 06-017118**

A Historic District Tax Incentive Application has been received from the owners of the property located at 600 Washington Street. Based on research, calculations (within the allowable two-year project time period), and materials received, I would like to make the following recommendation:

- ❖ City of Cumberland property tax credit recommended in the amount of \$2,343.50 (10% of total eligible project costs of \$23,435.00). The credit will be applied to real estate property taxes and is valid for a total of five years unless exhausted. Any credits remaining after that time will expire.
- ❖ Property tax assessment freeze is recommended for one year since the amount of the investment versus the pre-improvement value of the property (\$184,500.00) is 12%

<b>Improvement cost as percentage of market</b>	<b>Available tax exempt status of improvement</b>
10 percent	1 year
20 percent	2 years
30 percent	2 years
40 percent	3 years
50 percent	3 years
60 percent	4 years
70 percent	4 years
80 percent	5 years
90 percent	6 years
100 percent	7 years
200 percent	8 years
300 percent	9 years
400 percent	9 years
500 percent	10 years

The expenses for this project relate to COA21-000018 from August 9, 2021 for an in-kind roof replacement.

Tax Master File Inquiry

Jurisdiction/Property#: CUMBERLAND 06-017118  
 Owner Name.....: COOK GARY D-JANET S  
 Property Address.....: 600 WASHINGTON ST

F3=Exit	Year	Type	Delinquent Cert #	TOTAL ASSE	EMAV/ADDN	CAC	Roll Up/Down ABATE
-	2021	SA	0000000	182,633	0	0	0
-	2020	SA	0000000	181,700	0	0	0
-	2019	SA	0000000	181,700	0	0	0
-	2018	SA	0000000	181,700	0	0	0
-	2017	SA	0000000	181,700	0	0	0
-	2016	SA	0000000	181,700	0	0	0
-	2015	SA	0000000	181,700	0	0	0
-	2014	SA	0000000	181,700	0	0	0
-	2013	SA	0000000	181,700	0	0	0
-	2012	SA	0000000	181,700	0	0	0
-	2011	SA	0000000	183,800	0	9,930-	0
-	2010	SA	0000000	169,910	0	7,415-	0

**Search Result for ALLEGANY COUNTY**

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

**Special Tax Recapture: None**

**Account Identifier:** District - 06 Account Number - 017118

*Owner Information*

**Owner Name:** COOK GARY D-JANET S **Use:** RESIDENTIAL  
**Mailing Address:** 600 WASHINGTON ST **Principal Residence:** YES  
 CUMBERLAND MD 21502-2711 **Deed Reference:** /00554/ 00519

*Location & Structure Information*

**Premises Address:** 600 WASHINGTON ST **Legal Description:** 600 WASHINGTON ST  
 CUMBERLAND 21502-0000 LOT 61 47X135  
 READ ADDN

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0106	0014	1004	6070001.01	0000				2021	Plat Ref:

**Town:** CUMBERLAND

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1910	2,956 SF		6,345 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
2	YES	STANDARD UNIT	BRICK/	4	1 full/ 2 half		

*Value Information*

	Base Value	Value As of 01/01/2021	Phase-In Assessments	
			As of 07/01/2021	As of 07/01/2022
Land:	25,800	25,800		
Improvements	156,100	158,800		
<b>Total:</b>	<b>181,700</b>	<b>184,500</b>	<b>182,633</b>	<b>183,567</b>
Preferential Land:	0	0		

*Transfer Information*

<b>Seller:</b> CUMBERLAND MAYOR AND CITY COUNCIL	<b>Date:</b> 02/03/1986	<b>Price:</b> \$1
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00554/ 00519	<b>Deed2:</b>
<b>Seller:</b> STIMLER, WALTER ET UX	<b>Date:</b> 10/29/1985	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00542/ 00037	<b>Deed2:</b>
<b>Seller:</b>	<b>Date:</b>	<b>Price:</b>
<b>Type:</b>	<b>Deed1:</b>	<b>Deed2:</b>

*Exemption Information*

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

**Special Tax Recapture: None**

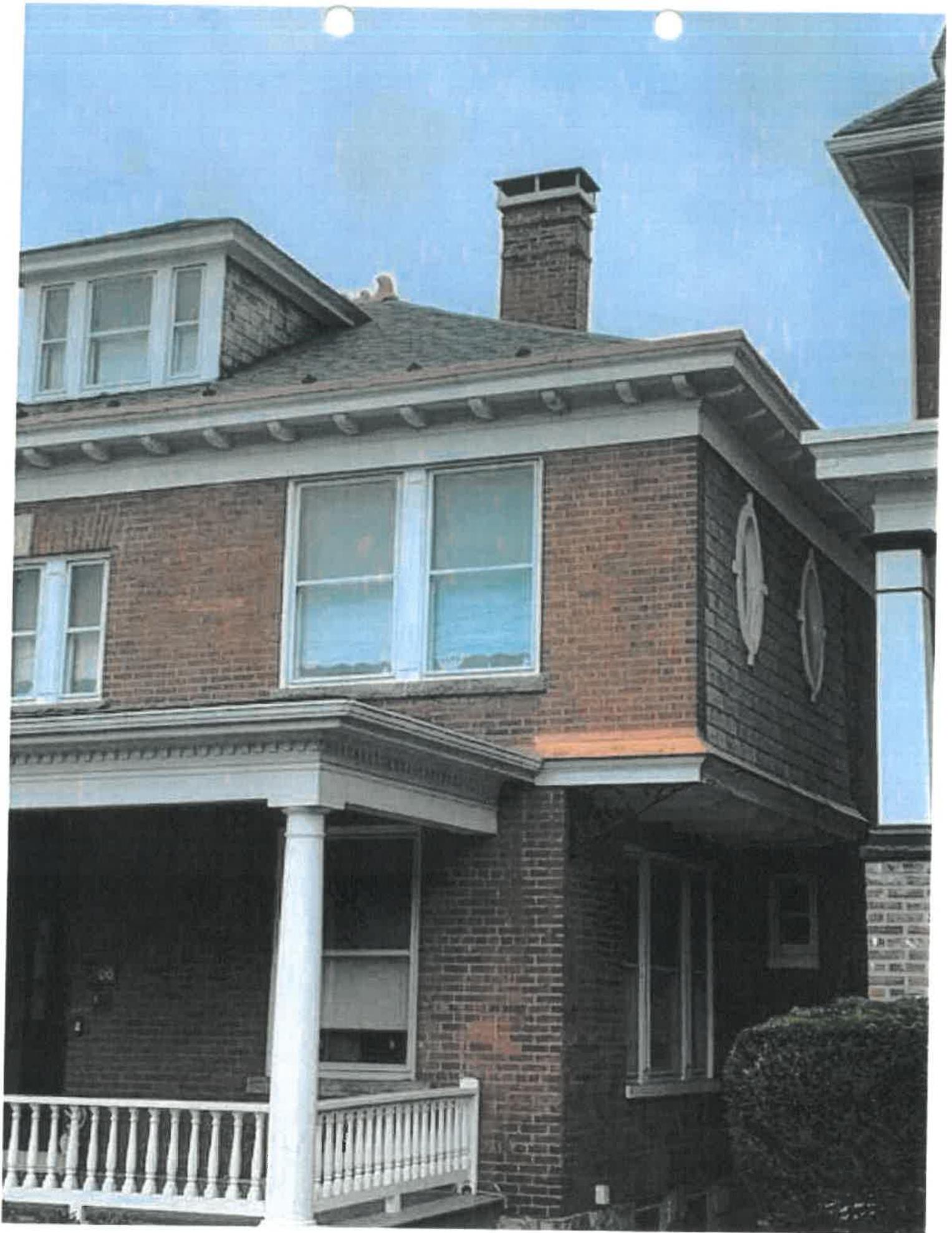
*Homestead Application Information*

**Homestead Application Status:** Approved 03/12/2010

*Homeowners' Tax Credit Application Information*

**Homeowners' Tax Credit Application Status:** No Application **Date:**





**File Attachments for Item:**

. **Order 26,898** - authorizing execution of a Second Amendment to the current Collective Bargaining Agreement with AFSCME #553 to allow for 12-hour shifts for employees at the Water Reclamation Plant and Water Filtration Plant

**- Order -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

ORDER NO. 26,898

DATE: November 2, 2021

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

THAT, the Mayor be and is hereby authorized to execute a Second Amendment to Collective Bargaining Agreement between the Mayor and City Council of Cumberland and the AFSCME AFL-CIO Local #553 pertaining to the Collective Bargaining Agreement that became effective March 1, 2016, to address 12-hour shifts for employees at the Water Reclamation Plant and the Water Filtration Plant.

---

**Raymond M. Morriss, Mayor**

# Council Agenda Summary

Meeting Date: 11/2/2021

Key Staff Contact: Robert Smith, PE

***Item Title:***

AFSME AFL-CIO Local #553 2<sup>nd</sup> Amendment to the Collective Bargaining Agreement

***Summary of project/issue/purchase/contract, etc for Council:***

City Staff and AFSME Representatives have negotiated a second amendment to the CBA to permit the Water Reclamation Facility and Water Filtration Plant operators to work 12-hour shifts. This change required several changes to the CBA to permit the change. The new schedule will only be implemented at the WRF at this time.

The necessary changes will be implemented on another portion of the work force and all other sections of the CBA shall remain effective unless specifically addressed in this amendment.

***Amount of Award:*** N/A

***Budget number:*** N/A

***Grant, bond, etc. reference:*** N/A

**SECOND AMENDMENT TO**  
**COLLECTIVE BARGAINING AGREEMENT**

BETWEEN

MAYOR AND CITY COUNCIL OF CUMBERLAND

AND

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL  
EMPLOYEES, AFL-CIO LOCAL # 553

FOR MARCH 1, 2016 TO FEBRUARY 28, 2021

THIS SECOND AMENDMENT TO COLLECTIVE BARGAINING AGREEMENT (“**First Amendment**”) is made and effective this \_\_\_\_ day of November, 2021, by and between the Mayor and City Council of Cumberland (hereinafter referred to as the “**City**”) and American Federation of State, County and Municipal Employees, AFL-CIO Local # 553 (hereinafter referred to as the “**Union**”).

**RECITALS**

**WHEREAS**, the City and the Union entered into a Collective Bargaining Agreement (the “**CBA**”) dated March 15, 2016 which is effective for the period which begins March 1, 2016 and ends February 28, 2021, subject to the automatic renewal provisions contained therein;

**WHEREAS**, the City and the Union entered into a First Amendment to Collective Bargaining Agreement on November 5, 2019;

**WHEREAS**, the Agreement remains in effect as of the date of this Second Amendment; and

**WHEREAS**, the City and the Union are entering into this Second Amendment for the purposes set forth hereinafter.

**WITNESSETH**

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein, the sufficiency of which the parties acknowledge, they agree as follows:

1. **Recitals**. The Recitals set forth above are not merely prefatory. They are incorporated by reference herein and form a part of this Second Amendment.

2. **Modification of Article XV of Agreement**. Article XV of the Agreement is modified as follows:

2.1. **Section 3**. Section 3 of Article XV the Agreement is deleted in its entirety and replaced with the following language:

**SECTION 3:** Except for Wastewater Treatment Plant and Filtration Plant employees, eight (8) consecutive hours of work within a 24-hour period designated by the Employer, and mutually agreed to by the Union, will constitute a regular workday. Wastewater Treatment Plant and Filtration Plant employees shall be assigned to regular shifts of eight (8) or twelve (12) consecutive hours of work within a 24-hour period designated by the Employer each such shift constituting a regular workday.

**2.2. Section 4.** Section 4 of Article XV of the Agreement is deleted in its entirety and replaced with the following language:

**SECTION 4:** As provided for in Section 3, all employees shall be scheduled to work in regular work shifts of eight (8) or twelve (12) consecutive hours. Each work shift shall have a regular starting and quitting time.

**2.3. Section 7, Subsection 3.** Subsection 3 of Section 7 of Article XV of the Agreement is deleted in its entirety and replaced with the following language:

3. The following shall apply to all members of the bargaining unit:

(a) Except as provided for hereinafter, any employee required to work more than three (3) hours beyond his/her assigned shift will be given (i) time off for a meal period, not to exceed one half (1/2) hour, without loss of pay, and (ii) a meal allowance, not to exceed Eight Dollars (\$8.00), on the next paycheck following the period of working overtime.

(b) If an employee is called into work after the end of an assigned shift, the employee shall be entitled to a meal break after four (4) hours of work and a meal allowance, not to exceed Eight Dollars (\$8.00).

(c) An employee called in one (1) hour or more prior to an assigned work shift shall be given a meal allowance. However, if an employee is called in three (3) hours or more prior to an assigned work shift, the employee shall be given one half (1/2) hour off for meal period, without loss of pay, in addition to the regularly scheduled meal break. A meal allowance in the amount of Eight Dollars (\$8.00) shall be given to such employee for each meal, except that at the time of the second meal, such employee shall be given the option of returning home in lieu of a meal allowance for that meal.

(d) Employees called out to work on a non-work day (*i.e., Saturday, Sunday, scheduled day off or holiday*) will be entitled to a one-half (1/2) hour meal after completing five (5) hours of work. Employees who are prescheduled eight (8) hours or more in advance shall provide their own lunches.

3. **Modification of Article XVI of Agreement.** Article XVI of the Agreement is modified as follows:

3.1. **Sections 1 & 2.** Sections 1 and 2 of Article XVI of the Agreement are deleted in their entirety and replaced with the following language:

**SECTION 1:** Time and one half (1 ½) the employee's hourly rate of pay shall be paid for work under any of the following conditions:

- all work performed in excess of eight (8) hours in any workday for employees working eight (8) hour shifts and all work performed in excess of forty (40) hours in any workweek for Wastewater Treatment Plant and Filtration Plant employees working twelve (12) hour shifts;
- all work performed on Saturdays, except where this is a scheduled day of work;
- all work performed before or after any scheduled work shift.

**SECTION 2:**

(a) Double-time shall be paid for all work on Sundays, except when a Sunday is a scheduled day of work.

(b) Except for Wastewater Treatment Plant and Filtration Plant employees working twelve (12) hour shifts, no employee shall be permitted to work more than sixteen (16) hours in any one (1) calendar day. Except in emergencies, no Wastewater Treatment Plant and Filtration Plant employees working twelve (12) hour shifts shall be permitted to work more than eighteen (18) consecutive hours.

(c) Time and one half (1 ½) shall be paid for the sixth (6<sup>th</sup>) consecutive workday and double-time for the seventh (7<sup>th</sup>) consecutive workday within a workweek, *i.e., Sunday – Saturday*.

(d) Except for Wastewater Treatment Plant and Filtration Plant employees working twelve (12) hour shifts, double-time shall be paid if an employee is required to work more than sixteen (16) straight hours. Double-time shall be paid to a Wastewater Treatment Plant and Filtration Plant employee working twelve (12) hour shifts if that

individual is required to work more than eighteen (18) straight hours. Work eligible for double-time pay may only be performed when emergency operations are necessary.

3.2. **Section 6, Subsection (f).** Section 6 of Article XVI of the Agreement is amended by adding subsection (f) to its terms, which shall read as follows:

(f) Wastewater Treatment Plant and Filtration Plant employees, whose regular scheduled shift requires them to work more than forty (40) hours in a regular workweek, must take paid compensation, not compensatory time, for all regularly scheduled hours over forty (40).

3.3 **Section 8.** Article XVI of the Agreement is amended by adding a Section 8 to its terms, which shall read as follows:

**SECTION 8:** This section applies exclusively to Wastewater Treatment Plant and Filtration Plant employees. Standby Operators are scheduled for the purposes of providing mandatory plant coverage, as Maryland law requires that an operator must be on-site 24/7. A Standby Operator shall be required to cover the shift of another operator using vacation, safe/sick leave, sick leave, compensatory time or any other approved leave and no other available operator elects to cover the shift in accordance with Article XVI, Sections 3, 4 & 5. The Standby Operator shall be paid \$15.00/day and the role be distributed equally to all employees working twelve (12) hour shifts.

4. **Modification of Article XXII, Section 4.** Section 4 of Article XXII is deleted in its entirety and replaced with the following language:

**SECTION 4:** Employees who actually work the 3-11 shift shall be paid a shift differential of \$0.75 per hour and those who work the 11-7 shift shall be paid a shift differential of \$1.05 per hour. Wastewater Treatment Plant and Filtration Plant employees working twelve (12) hour shifts shall be paid the following shift differentials:

7:00 p.m. – 7:00 a.m. - \$1.05/hr.

5. **Limited Modification.** Except as specifically modified by the First Amendment and this Second Amendment, all terms and conditions of the CBA remain unchanged, in full force and effect, and are hereby ratified and confirmed by the City and the Union in all respects.

6. **Miscellaneous Provisions.**

6.1. **Invalidity.** Should any section, paragraph or portion thereof of this Second Amendment be held unlawful and unenforceable by any Court of competent jurisdiction, such decision of the Court shall apply only to the specific section, paragraph or portion thereof directly specified in the

decision; provided, however, that upon such a decision, the parties agree, as soon as practical, to negotiate a substitute for the invalidated section, paragraph or portion thereof.

**6.2. Binding Effect.** This Second Amendment is binding upon the parties hereto and their respective successors and assigns.

**6.3. Captions.** The captions and various sections and paragraphs of this Second Amendment have been inserted only for the purposes of convenience. Such captions are not a part of this and shall not be deemed in any manner to modify, explain, enlarge or restrict any of the provisions of this Second Amendment.

**6.4. Construction of Second Amendment.** This Second Amendment, having been executed in the State of Maryland, shall be construed, interpreted and enforced under the laws of the State of Maryland.

IN WITNESS WHEREOF, the parties hereto enter into this Second Amendment the date first written above.

**MAYOR AND CITY COUNCIL  
OF CUMBERLAND**

**AMERICAN FEDERATION OF STATE,  
COUNTY AND MUNICIPAL EMPLOYEES, AFL-  
CIO LOCAL #553**

By: \_\_\_\_\_  
Raymond M. Morris, Mayor

By: \_\_\_\_\_  
Carrol E. Braun, Staff Representative

**File Attachments for Item:**

. **Order 26,899** - declaring City-owned properties 107 Springdale Street, 109 Springdale Street, 105 Grand Avenue, 14 W. First Street, and 417 Broadway Street as surplus and authorizing them for sale to the general public

**- ORDER -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

ORDER NO. 26,899

DATE: November 2, 2021

WHEREAS, The Mayor and City Council of Cumberland is the record owner of certain parcels of property identified 107 Springdale Street, 109 Springdale Street, 105 Grand Avenue, 14 W. First Street, and 417 Broadway Street; and

WHEREAS, the Mayor and City Council have determined that these properties are no longer needed for any public use and will be offered for sale to the general public;

**IT IS, THEREFORE, ORDERED BY THE MAYOR AND CITY COUNCIL OF CUMBERLAND, THAT:**

1. The following properties are hereby declared to be surplus in accordance with the provisions of Section 1 of the Charter of the City of Cumberland:

<i>Address</i>	<i>Tax ID</i>	<i>Liber/Folio</i>
107 Springdale Street	04-030028	02703/00378
109 Springdale Street	04-008758	02703/00372
105 Grand Avenue	04-016467	02703/00384
14 W. First Street	04-006992	02706/00251
417 Broadway Street	22-002929	02710/00163

2. After the passage of twenty (20) days from the date of this Order, the Mayor and City Council may pass an Ordinance authorizing the execution of a deed effecting the conveyance of the Property to the Purchaser, and the City may proceed with the transfer of the Property in accordance with the terms of said Ordinance.

\_\_\_\_\_  
**Raymond M. Morriss, Mayor**

Real Property Data Search

Search Result for ALLEGANY COUNTY

<a href="#">View Map</a>	<a href="#">View GroundRent Redemption</a>	<a href="#">View GroundRent Registration</a>
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**Special Tax Recapture: None**

**Account Identifier:** District - 04 Account Number - 030028

Owner Information

**Owner Name:** MAYOR AND CITY COUNCIL OF CUMBERLAND **Use:** EXEMPT  
**Principal Residence:** NO  
**Mailing Address:** 57 N LIBERTY ST **Deed Reference:** /02703/ 00378  
 CUMBERLAND MD 21502-0000

Location & Structure Information

**Premises Address:** 107 SPRINGDALE ST **Legal Description:** 107 SPRINGDALE ST  
 CUMBERLAND 21502-0000 PT LOT 1 18X85  
 SPRINGDALE ADDN

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0111	0011	2090	6050001.01	0000				2021	Plat Ref:

Town: CUMBERLAND

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
			1,530 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
			/				

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2021	07/01/2022
Land:	1,500	1,500		
Improvements	0	0		
<b>Total:</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
Preferential Land:	0	0		

Transfer Information

<b>Seller:</b> MERICA ROBERT	<b>Date:</b> 09/22/2021	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /02703/ 00378	<b>Deed2:</b>
<b>Seller:</b> CUMB, MAYOR-CITY COUNCIL	<b>Date:</b> 06/29/1998	<b>Price:</b> \$800
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00661/ 00464	<b>Deed2:</b>
<b>Seller:</b> MASON, MAY V ET AL	<b>Date:</b> 03/24/1997	<b>Price:</b> \$712
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00647/ 00128	<b>Deed2:</b>

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	670	0.00	1,500.00
State:	670	0.00	1,500.00
Municipal:	670	0.00 1,500.00	0.00 1,500.00

**Special Tax Recapture: None**

Homestead Application Information

**Homestead Application Status:** No Application

Homeowners' Tax Credit Application Information

**Homeowners' Tax Credit Application Status:** No Application **Date:**

Real Property Data Search

Search Result for ALLEGANY COUNTY

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**Special Tax Recapture: None**

**Account Identifier:** District - 04 Account Number - 008758

Owner Information

**Owner Name:** CUMBERLAND MAYOR AND CITY COUNCIL **Use:** EXEMPT  
**Mailing Address:** 57 N LIBERTY ST **Principal Residence:** NO  
 CUMBERLAND MD 21502- **Deed Reference:** /02703/ 00372

Location & Structure Information

**Premises Address:** 109 SPRINGDALE ST **Legal Description:** 109 SPRINGDALE ST  
 CUMBERLAND 21502-0000 PT LOT 1 18X85  
 SPRINGDALE ADDN

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0111	0008	2091	6050001.01	0000				2021	Plat Ref:

Town: CUMBERLAND

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
			1,530 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
			/				

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2021	07/01/2022
Land:	1,500	1,500		
Improvements	0	0		
Total:	1,500	1,500	1,500	1,500
Preferential Land:	0	0		

Transfer Information

<b>Seller:</b> JAMES GARLAND S II	<b>Date:</b> 09/22/2021	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /02703/ 00372	<b>Deed2:</b>
<b>Seller:</b> GEIGER, LAWRENCE E JR	<b>Date:</b> 06/30/2000	<b>Price:</b> \$3,000
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00683/ 00907	<b>Deed2:</b>
<b>Seller:</b> GARBER, LINDA M	<b>Date:</b> 06/06/1988	<b>Price:</b> \$4,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /00572/ 00394	<b>Deed2:</b>

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	670	0.00	1,500.00
State:	670	0.00	1,500.00
Municipal:	670	0.00 1,500.00	0.00 1,500.00

**Special Tax Recapture: None**

Homestead Application Information

**Homestead Application Status:** No Application

Homeowners' Tax Credit Application Information

**Homeowners' Tax Credit Application Status:** No Application **Date:**

Real Property Data Search

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**Special Tax Recapture: None**

**Account Identifier:** **District - 04 Account Number - 016467**

Owner Information

**Owner Name:** MAYOR AND CITY COUNCIL OF CUMBERLAND      **Use:** EXEMPT  
**Mailing Address:** 57 N LIBERTY ST      **Principal Residence:** NO  
 CUMBERLAND MD 21502-0000      **Deed Reference:** /02703/ 00384

Location & Structure Information

**Premises Address:** **105 GRAND AVE**      **Legal Description:** 105 GRAND AVE  
 CUMBERLAND 21502-0000      LOT 106 39X100  
 CUMB IMP

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0111	0009	1683	6040016.01	0000				2021	Plat Ref:

Town: CUMBERLAND

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1920	1,702 SF		3,950 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
2	YES	STANDARD UNIT	SIDING/	3	2 full	1 Detached	

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2021	07/01/2022
Land:	6,900	7,900		
Improvements	64,400	64,400		
Total:	71,300	72,300	71,633	71,967
Preferential Land:	0	0		

Transfer Information

<b>Seller:</b> BURNS APRIL	<b>Date:</b> 09/22/2021	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /02703/ 00384	<b>Deed2:</b>
<b>Seller:</b> LEWIS, STANLEY M-KIMBERLY A	<b>Date:</b> 02/05/2008	<b>Price:</b> \$75,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /01462/ 00451	<b>Deed2:</b>
<b>Seller:</b> FEAGLES, JAMES H-JANICE G	<b>Date:</b> 05/11/2000	<b>Price:</b> \$38,500
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /00682/ 00066	<b>Deed2:</b>

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	670	0.00	71,967.00
State:	670	0.00	71,967.00
Municipal:	670	0.00 71,967.00	0.00 71,967.00

**Special Tax Recapture: None**

Homestead Application Information

**Homestead Application Status:** Approved 05/05/2008

Homeowners' Tax Credit Application Information

**Homeowners' Tax Credit Application Status:** No Application      **Date:**

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**Special Tax Recapture: None**

**Account Identifier:** **District - 04 Account Number - 006992**

Owner Information

**Owner Name:** MAYOR AND CITY COUNCIL OF CUMBERLAND      **Use:** EXEMPT  
**Mailing Address:** 57 N LIBERTY STREET      **Principal Residence:** NO  
 CUMBERLAND MD 21502-      **Deed Reference:** /02706/ 00251

Location & Structure Information

**Premises Address:** **14 W FIRST ST**      **Legal Description:** 14 W FIRST ST  
 CUMBERLAND 21502-0000      18X70 19X70

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0111	0008	2062	6050001.01	0000				2021	Plat Ref:

**Town:** CUMBERLAND

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
			1,306 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
			/				

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2021	07/01/2022
<b>Land:</b>	1,500	1,500		
<b>Improvements</b>	0	0		
<b>Total:</b>	1,500	1,500	1,500	1,500
<b>Preferential Land:</b>	0	0		

Transfer Information

<b>Seller:</b> SEIFERT LUCILLE P	<b>Date:</b> 09/29/2021	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /02706/ 00251	<b>Deed2:</b>
<b>Seller:</b> RALSTON, CHARLES E ET AL	<b>Date:</b> 10/13/1992	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00605/ 00170	<b>Deed2:</b>
<b>Seller:</b> RALSTON, JOHN E ET UX	<b>Date:</b> 09/04/1986	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /00558/ 00738	<b>Deed2:</b>

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
<b>County:</b>	690	0.00	1,500.00
<b>State:</b>	690	0.00	1,500.00
<b>Municipal:</b>	690	0.00 1,500.00	0.00 1,500.00

**Special Tax Recapture: None**

Homestead Application Information

**Homestead Application Status:** No Application

Homeowners' Tax Credit Application Information

**Homeowners' Tax Credit Application Status:** No Application      **Date:**

Real Property Data Search

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**Special Tax Recapture: None**

**Account Identifier:** **District - 22 Account Number - 002929**  
Owner Information

**Owner Name:** CUMBERLAND MAYOR AND CITY COUNCIL      **Use:** EXEMPT  
**Mailing Address:** 57 N LIBERTY STREET      **Principal Residence:** NO  
 CUMBERLAND MD 21502-      **Deed Reference:** /02710/ 00163

Location & Structure Information

**Premises Address:** **417 BROADWAY ST**      **Legal Description:** 417 BROADWAY  
 CUMBERLAND 21502-0000      LOT 11-B 34X50  
 R&C ADDN

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0105	0014	0414	6050001.01	0000				2021	Plat Ref:

Town: CUMBERLAND

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1917	1,152 SF		1,700 SF	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
2	YES	STANDARD UNIT	FRAME/	3	0 full	1 Attached	

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2021	07/01/2021	07/01/2022
Land:	1,500	1,500		
Improvements	1,000	1,000		
<b>Total:</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
Preferential Land:	0	0		

Transfer Information

<b>Seller:</b> FIRST WORKS CAPITAL SOLUTIONS	<b>Date:</b> 10/12/2021	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /02710/ 00163	<b>Deed2:</b>
<b>Seller:</b> ALLEGANY PROPERTY MANAGEMENT RENTALS LLC	<b>Date:</b> 06/13/2018	<b>Price:</b> \$282
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /02387/ 00302	<b>Deed2:</b>
<b>Seller:</b> KLOOS PIETER	<b>Date:</b> 01/29/2013	<b>Price:</b> \$325,000
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /01936/ 00311	<b>Deed2:</b>

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	690	0.00	2,500.00
State:	690	0.00	2,500.00
Municipal:	690	0.00 2,500.00	0.00 2,500.00

**Special Tax Recapture: None**

Homestead Application Information

**Homestead Application Status:** No Application

Homeowners' Tax Credit Application Information

**Homeowners' Tax Credit Application Status:** No Application      **Date:**

**File Attachments for Item:**

. **Order 26,900** - authorizing the City Administrator or their designee to execute contracts with new hires at the Water Reclamation Facility and the Water Filtration Plant to provide terms by which new hires agree to remain employed in the department they were originally hired into and are not eligible to transfer to another department for a period of five (5) years from their date of hire

**- Order -**  
*of the*  
**Mayor and City Council of Cumberland**  
MARYLAND

ORDER NO. 26,900

DATE: November 2, 2021

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

THAT, the City Administrator or their designee be and is hereby authorized to execute contracts with new hires at the Water Reclamation Facility and the Water Filtration Plant to provide terms by which new hires agree to remain employed in the department they were originally hired into and are not eligible to transfer to another department for a period of five (5) years from their date of hire.

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**Raymond M. Morriss, Mayor**