



## **BERLIN MAYOR AND COUNCIL**

### **Meeting Agenda**

**Berlin Town Hall**  
**10 William Street**  
**Monday, December 13, 2021**

#### **6:00 PM EXECUTIVE SESSION – Conference Room**

1. Statement of closure – Mayor Zack Tyndall
2. Public comments or questions regarding the purpose for closure.
3. Motion to close and adjournment to Executive Session
4. Executive Session Agenda:
  - a. Discussion re: Promotion of Public Works Superintendent. Pursuant to Maryland Code; General Provisions Article; Sec. 3-305(b)(1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals

#### **7:00 PM REGULAR SESSION – Council Chambers**

1. Approval of the Minutes for:
  - a. Regular Session of 11.08.21
2. Taylor Bakke Housing Board of Review Recommendation – Mayor Zack Tyndall
3. Public Hearing: Ordinance 2021-04: An Ordinance of the Mayor and Council of The Town of Berlin, Maryland amending Chapter 22, Titled Parks and Recreation, Article III, Section 22-49, Titled Rules and Regulations, to Prohibit Smoking in Town Parks – Town Attorney David Gaskill
4. Discussion re: Short Term Rentals – Planning Director David Engelhart
5. PJM Quarterly Update – Electric Director Tim Lawrence and Town Administrator Jeff Fleetwood
6. Motion 2021-28 - Creation of an Arts and Entertainment (A&E) Committee – Mayor Zack Tyndall
7. Discussion re: Adding Parcel 191 to Heron Park RFP 2021-02 – Mayor Zack Tyndall
8. Discussion re: FY23 Budget Schedule – Mayor Zack Tyndall and Finance Director Natalie Saleh
9. Town Administrator's Report
10. Departmental Reports
11. Comments from the Council
12. Comments from the Mayor
13. Comments from the Public
14. Comments from the Press

## 15. Adjournment

### **\*\*Public Attendance at Meetings**

Per Mayor Zack Tyndall: For this meeting, face coverings will be required with limited public attendance and social distancing in place. The doors will open 15 minutes before the meeting start time and will be locked at the start of the meeting or once capacity has been met. We will continue to livestream via Facebook for viewing purposes only.

Questions and Comments will continue to be received in advance of the meeting:

Written questions will be accepted UNTIL 12:00 PM/NOON on the day of the meeting. Submit to:

- Email: [info@berlinmd.gov](mailto:info@berlinmd.gov), please use Meeting Comments as your subject.
- Fax to: 410-641-2316.
- Mail to: Berlin Town Hall, Attn: Meeting Comments, 10 Williams St., Berlin, MD 21811. It is recommended that mail be posted no later than the close of business on the Friday before the meeting to help ensure delivery. The Town of Berlin is not responsible for delays or delivery failures on the part of the USPS or other delivery service.
- Drop off: Drop off in one of the two drop boxes at Town Hall – one is at the rear of the building behind the stair tower, and the other is at the corner of Bay and Williams Street on the building.

To access the Meeting via live stream on Facebook, please click on the blue Facebook icon at the top of any page on the Town website, [www.berlinmd.gov](http://www.berlinmd.gov), or type @berlinmd in the Facebook search bar. No response will be given to questions and comments submitted via Facebook during any meeting including Public Hearings.

Anyone having questions about the meetings mentioned above or needing special accommodations should contact Town Administrator Jeffrey Fleetwood at (410) 641-4002. Written materials in alternate formats for persons with disabilities are made available upon request. TTY users dial 7-1-1 in the State of Maryland/outside Maryland dial 1-800-735-2258.