



CITY OF SALISBURY

125 N. Division Street, Salisbury, MD 21801

LEGISLATIVE SESSION

125 N. Division Street, Room 301, Salisbury, MD 21801

Monday, December 8, 2025 6:00 PM

VACANT
Council President

ANGELA M. BLAKE
Council Vice President

APRIL R. JACKSON
Councilwoman

MICHELE R. GREGORY
Councilwoman

SHARON C. DASHIELL
Councilwoman

CALL TO ORDER

WELCOME/ANNOUNCEMENTS/PLEDGE

INVOCATION - Pastor Richard Pope - Canvas Church

SWEARING IN

District 2 Councilwoman Melissa Holland
Arts, Business & Culture Director Scott Roberts
Zoo Director Chuck Eicholtz

COUNCIL REORGANIZATION

REVIEW OF RULES OF ORDER AND MEETING GUIDELINES

COUNCIL PROCLAMATION - Presented by Councilwoman Jackson

I AM H.I.M. - Byron Coulbourn

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

CONSENT AGENDA

- Meeting Minutes
July 28, 2025 Closed Session
July 28, 2025 Legislative Session
July 28, 2025 Work Session
August 11, 2025 Legislative Session
August 11, 2025 Work Session
August 25, 2025 Legislative Session
August 25, 2025 Work Session
September 8, 2025 Closed Session
September 8, 2025 Legislative Session
September 8, 2025 Work Session

AWARD OF BIDS

- Award of Bids
1. ITB 26-105 Elevated Water Tank Recoating at Salisbury University \$ 564,700.00

2. ITB 26-102 Naylor Mill Water Extension Construction	\$ 3,968,555.00
3. ITB 26-108 Park Well 8 and 18 Rehabilitations	\$ 149,475.00
4. ITB 26-118 2 Ford F350 Trucks	\$ 202,366.00
5. ITB 26-119 International HV 515 Dump Truck	\$ 245,224.00

RESOLUTIONS

- Public Art Committee Reappointment
Resolution No. 3437 - Reappointment of Max Verbits to the Public Art Committee for term ending December 2028.
- Public Art Committee Reappointment
Resolution No. 3438 - Reappointment of Susan Holt to the Public Art Committee for term ending December 2028.
- Public Art Committee Appointment
Resolution No. 3439 - Appointment of Helene English to the Public Art Committee for term ending December 2028.
- TRUTH Committee Appointment
Resolution No. 3440 - appointment of Sophia Peters to the Truth, Racial, Unity, Transformation, and Healing (TRUTH) Committee for term ending November 2028.

ORDINANCES

- Budget Amendment for Elevated Water Tank Maintenance - Second Reading
Ordinance No. 2965 - to approve a Budget Amendment to City's Water Sewer Capital Project Fund to provide additional funds for Elevated Water Tank Maintenance
- Labor Code Amendment- 1st Reading
Ordinance No. 2966 - amending chapter 2.25 of the Salisbury City Code entitled "Labor Code" to better define material terms, clarify employer rights, redefine the duration of a collective bargaining agreement and timeline for bargaining, and to amend the terms governing arbitration.
- The North Prong Park Project - 1st Reading
Ordinance No. 2967 - to accept funds awarded by the Department of Natural Resources Local Parks and Playgrounds Infrastructure Grant for the City of Salisbury's North Prong Park Project

PUBLIC COMMENT

ADJOURNMENT/CONVENE INTO WORK SESSION

City Council Meetings are conducted in Open Session unless otherwise indicated. All or part of the Council's meetings can be held in Closed Session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b) by vote of the City Council.



LEGISLATIVE SESSION MEETING MINUTES JULY 28, 2025

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Councilwoman April R. Jackson, Councilwoman Michele R. Gregory and Councilwoman Sharon C. Dashiell

Absent: Council Vice President Angela M. Blake

IN ATTENDANCE

Mayor Randy Taylor, Acting City Administrator Tom Stevenson, Police Chief David Meinschein, Colonel Howard Drewer, City Clerk Julie English, City Solicitor Ashley Bosche,

CALL TO ORDER

The City Council convened in Legislative Session on July 28, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

WELCOME/ANNOUNCEMENTS/PLEDGE

President Doughty welcomed everyone to the meeting and provided the emergency exit instructions. He thanked everyone for keeping him and his family in their thoughts and prayers while his brother recovered from an accident. He then asked everyone to stand for the Pledge of Allegiance.

INVOCATION - Bishop Andre Alexander - New Dimension Family Ministries

Bishop Andre Alexander from New Dimension Family Ministries was called forward to provide the Invocation.

CERTIFICATE OF RECOGNITION - President Doughty

- Dave Chiddenton, Adopt-A-Road Program

Ms. Gregory and Ms. Dashiell presented a certificate of recognition to Mr. Chiddenton for his efforts of keeping Salisbury clean. Mr. Chiddenton noted that since starting the program on January 30th, they had met many supportive city staff and applauded the City Council for supporting the initiative, expressing hope that it would continue to grow and flourish.

PROCLAMATION - Mayor Randy Taylor

- Retirement of Captain Jason Yankalunas

Mayor Taylor presented a proclamation honoring Captain Jason Yankalunis who was celebrating nearly 30 years of dedicated service upon his retirement.

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

City Clerk Julie English presented the legislative agenda.

President Doughty called for a motion to adopt the legislative agenda as presented. April R. Jackson motioned and Michele R. Gregory seconded. The vote was 4-0.

CONSENT AGENDA -presented by Ms. English

Ms. English presented the Consent Agenda items. The items were as follows:

- **Meeting Minutes**

February 10, 2025 Legislative Session
February 10, 2025 Work Session
February 24, 2025 Legislative Session
February 24, 2025 Work Session
March 10, 2025 Legislative Session
March 10, 2025 Work Session

President Doughty called for a motion and a second to approve the consent agenda. Michele R. Gregory motioned and April R. Jackson seconded. The vote was 4-0.

PUBLIC HEARING

President Doughty directed anyone wishing to comment during the public hearing to stand and be sworn in by the City Clerk. No members of the public were sworn in.

- **Pohanka 2 Annexation (Chestnut Way) - 2nd Reading**

President Doughty opened the public hearing at 6:20 p.m. Having no comments, the hearing was closed at 6:20 p.m.

President Doughty asked for a motion and a second to approve Resolution No. 3412. April R. Jackson motioned and Michele R. Gregory seconded. The vote was 4-0.

ORDINANCES -presented by Ms. Bosche

- **Acceptance of BJAG Grant Funding from GOCCP - 2nd Reading**

Ordinance No. 2946 - to accept funds received from Governor's Office of Crime Prevention, Youth and Victim Services through the Byrne-Justice Assistance Program for the purchase and installation of camera and cellular gateway equipment. April R. Jackson motioned and Michele R. Gregory seconded. The vote was 4-0.

- **Amending Chapter 8.11 "The Fire Prevention Code" - First Reading**

Ordinance No. 2947 - amending chapter 8.11 of the Salisbury City Code, entitles "The Fire Prevention Code", to adopt a requirement for a permit from the City Fire Marshal for wholesale and retail sale of ground-based sparkling devices within the City of Salisbury. April R. Jackson motioned and Michele R. Gregory seconded. The vote was 4-0.

- Community Needs Grant for Anne Street Village - 1st reading

Ordinance No. 2948 - to accept a \$500 donation from the Community Foundation of the Eastern Shore to fund a garden planting at Anne Street Village. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 4-0.

- Salisbury Planning Commission - 1st Reading

Ordinance No. 2949 - amending the Salisbury City Code to create a new Salisbury Planning Commission, independent from that of Wicomico County. Michele R. Gregory motioned and Sharon C. Dashiell seconded. The vote was 4-0.

PUBLIC COMMENT

The following public comments were heard:

- Speaker #1 questioned Salisbury's fire and EMS call data, seeking clarification on costs, billing practices, and the city's financial responsibility for services.
- Speaker #2 announced upcoming rental and utility assistance for families with children in Wicomico County Schools.
- Speaker #3 praised the city and county for collaborating to ensure fair county payments for fire services outside city limits.

ADJOURNMENT/CONVENE INTO WORK SESSION

The Legislative Session was adjourned at 6:31 p.m.

City Clerk

Council President



**WORK SESSION
MEETING MINUTES
JULY 28, 2025**

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Councilwoman April R. Jackson, Councilwoman Michele R. Gregory and Councilwoman Sharon C. Dashiell

Absent: Council Vice President Angela M. Blake

IN ATTENDANCE

Mayor Randy Taylor, Acting City Administrator Tom Stevenson, Fire Chief Rob Frampton, Police Chief David Meienschein, Captain John Felts, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Work Session on July 28, 2025 at 6:31 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

PRESENTATION

President Doughty called Chief Frampton forward for the presentation.

- **1st Half of 2025 Statistical Update of the SFD**

Chief Frampton presented a midyear 2025 update, reporting an 8.9% increase in total calls compared to the same period in 2024. He explained that “fire unit responses” count each individual vehicle dispatched, reflecting equipment use and wear. The rise in calls was attributed to city and county population growth. To address higher demand, discussions were underway to add a fifth EMS unit during peak hours. The department was also exploring ways to reduce non-emergency calls from skilled nursing facilities through community paramedicine and educational programs.

Financially, Salisbury secured improved funding from Wicomico County, with \$3.5 million paid in FY25—including a \$1.5 million catch-up—and \$3.7 million projected for FY26, bringing the city in line with other county fire departments. EMS billing revenue was projected at \$ 2.62 million for the year, while the Fire Marshal’s Office generated \$275,000 and saved over \$4 million in property value. The department was fully staffed, implemented firefighter health screenings, and continued community outreach programs, including school-based opioid education. Council members praised the department for its transparency and dedication amid rising service demands.

ORDINANCE

- **Ordinance for MOOR ORF Opioid Grant Amendment**

Chief Frampton shared that a state grant that was originally awarded in January for \$542,000 had been

increased to \$623,300 due to new legislation allowing the funds to cover indirect administrative costs. With no questions from Council, they gave consensus to move forward to Legislative Session.

- Ordinance - Accept Equitable Sharing Funds

Captain Felts requested authorization to use \$150,000 in equitable sharing funds to expand and improve storage systems. They proposed \$75,000 for completing a property storage system to meet legal and chain-of-custody requirements and another \$75,000 for half the cost of a new records storage system, with the remainder already included in the current year's budget. No questions were asked by Council, and consensus was given to move forward to Legislative Session.

COUNCIL DISCUSSION

- Housing Presentation by Councilwoman Sharon Dashiell followed by Council discussion

Ms. Dashiell discussed current housing challenges affecting renters, buyers, seniors, veterans, and low-income residents. She explained that the housing stock was approximately 70% rentals and 30% owner-occupied with a shortage of starter homes and delays for buyers due to high interest rates. Potential solutions included apartments, single-family homes, duplexes, townhouses, ADUs, assisted living, and senior housing. Discussion on House Bill 1466, effective 2026, was noted and would allow ADUs on single-family owner-occupied properties, expanding flexible housing options. The 4-to-2 ordinance was noted as important for maintaining balance in single-family districts. Timing, financing, and availability of housing remain challenges, with 969 new building permits currently open. Rising development costs affect affordability, and incentives and clear ADU guidelines were suggested to support multigenerational households. The Council proposed centralizing housing resources and providing monthly updates on progress to streamline access and inform the public.

PUBLIC COMMENT (Agenda Items Only)

The following public comments were heard:

- Speaker #1 spoke in support of expanding the 4-to-2 ordinance, noting it preserved neighborhood integrity
- Speaker #2 echoed speaker #1 and raised concerns about new developments' contributions to affordable housing.
- Speaker #3 highlighted the city's urgent housing crisis, stressing its impact on families, workers, and the local economy, and urged the city to prioritize safe, affordable housing.
- Speaker #4 noted that replacing college rentals with families had improved neighborhood peace and stability.
- Speaker #5 highlighted the city's affordable housing challenges, noting rents had risen far faster than incomes and many families faced mortgage and down payment gaps.
- Speaker #6 noted rising housing costs and stressed the need for reliable public transportation to support residents without cars.

ADMINISTRATION COMMENTS

Mayor Taylor thanked everyone for participating in the housing discussion, acknowledged the complexity of affordability and transportation issues, noted limited city resources, and emphasized the need to balance community needs while seeking long-term solutions.

COUNCIL COMMENTS

Ms. Gregory pointed out the need to consider nontraditional families who might be excluded by the 4-to-2 rule. She also gave a shout-out to Debbie and Randy Day for donating \$1 million to the new Wicomico County Public Library's children's area.

Ms. Jackson highlighted the Games On youth program and how successful it had been. She thanked city staff, schools, and volunteers for their help with the program and reminded everyone about National Night Out.

Ms. Dashiell attended the Junior Fire Academy graduation and met K-9 dogs trained in explosives, drugs, and arson detection. She thanked Mr. Voitiuc and the Department of Infrastructure and Development for involving them in the ADU website project.

President Doughty thanked everyone for the fruitful conversation about housing. He noted that the Blood Bank had reopened in Salisbury and encouraged everyone to donate.

ADJOURNMENT

The Work Session was adjourned at 8:20 p.m.

City Clerk

Council President



**LEGISLATIVE SESSION
MEETING MINUTES
AUGUST 11, 2025**

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman Michele R. Gregory and Councilwoman Sharon C. Dashiell

Absent: Councilwoman April R. Jackson

IN ATTENDANCE

Mayor Randy Taylor, Deputy City Administrator Allen Swiger, Procurement Director Michael Lowe, Election Board Member Stephen Feliciano, Police Chief Dave Meienschein, Colonel Howard Drewer, City Clerk Julie English and City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Legislative Session on August 11, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

WELCOME/ANNOUNCEMENTS/PLEDGE

President Doughty welcomed everyone to the meeting and provided the emergency exit instructions. He then asked everyone to stand for the Pledge of Allegiance.

INVOCATION - Overseer Timothy Palmer - The Well

President Doughty called for a moment of silence in lieu of the invocation.

SWEARING IN

Deputy City Administrator Allen Swiger, Procurement Director Michael Lowe, and Election Board Member Stephen Feliciano were sworn in by the Deputy Clerk of the Circuit Court.

PRESENTATION

- Presentation of Shadow Boxes to the family of Ryan Mitchell of the Salisbury Police Department

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

City Clerk Julie English presented the legislative agenda.

President Doughty called for a motion to adopt the legislative agenda as presented. Angela M. Blake motioned and Sharon C. Dashiell seconded. The vote was 4-0.

AWARD OF BIDS

Procurement Director Michael Lowe presented the Award of Bids.

- Award of Bids

1. RFP 25-105 457(b) Plan Administration
2. RFP A-25-111 Construction Administration and Construction Inspection Services
3. ITB 26-101 Park Raw Water Main Extension

President Doughty called for a motion and a second to approve the Award of Bids. Sharon C. Dashiell motioned and Michele R. Gregory seconded. The vote was 4-0.

DECLARATION OF SURPLUS

Procurement Director Michael Lowe presented the Declaration of Surplus.

- Declaration of Surplus

1. 8 Airtraq Intubation Cameras
2. 59 Ballistic Vest Panels and 13 Trauma Panels

President Doughty called for a motion and a second to approve the Michele R. Gregory motioned and Sharon C. Dashiell seconded. The vote was 4-0.

RESOLUTIONS -presented by Ms. English

- Bicycle & Pedestrian Advisory Committee

Resolution No. 3417 appointing John Sater to the Bicycle and Pedestrian Advisory Committee for term ending August 2028. Angela M. Blake motioned and Michele R. Gregory seconded. The vote was 4-0.

- Disability Advisory Committee

Resolution No. 3418 appointing Jessica Chittams to the Disability Advisory Committee for term ending July 2028. Angela M. Blake motioned and Sharon C. Dashiell seconded. The vote was 4-0.

- Disability Advisory Committee

Resolution No. 3419 appointing Brian Bergen-Aurand to the Disability Advisory Committee for term ending August 2028. Sharon C. Dashiell motioned and Michele R. Gregory seconded. The vote was 4-0.

- Public Art Committee

Resolution No. 3420 appointing Nancy Mitchell to the Public Art Committee for term ending August 2028. Michele R. Gregory motioned and Sharon C. Dashiell seconded. The vote was 4-0.

- Youth Development Advisory Committee

Resolution No. 3421 appointing Shymec Edwards to the Youth Development Advisory Committee for term ending August 2028. Michele R. Gregory motioned and Angela M. Blake seconded. The vote was 4-0.

ORDINANCES -presented by Ms. Bosche

- Amending Chapter 8.11 "The Fire Prevention Code" - Second Reading

Ordinance No. 2947 amending Chapter 8.11 of the Salisbury City Code, entitled "The Fire Prevention Code", to adopt a requirement for a permit from the City Fire Marshal for wholesale and retail sale of ground-based sparkling devices within the City of Salisbury. Angela M. Blake motioned and Michele R. Gregory seconded. The vote was 4-0.

- Community Needs Grant for Anne Street Village - 2nd reading

Ordinance No. 2948 to accept a \$500 donation from the Community Foundation of the Eastern Shore to fund a garden plating at Anne Street Village. Michele R. Gregory motioned and Sharon C. Dashiell seconded. The vote was 4-0.

- Salisbury Planning Commission - 2nd Reading

Ordinance 2949 amending the Salisbury City Code to create a new Salisbury Planning Commission, independent from that of Wicomico County. Angela M. Blake motioned and Michele R. Gregory seconded. The vote was 4-0.

- Ordinance for MOOR ORF Opioid Grant Amendment - 1st Reading

Ordinance 2950 - amending the grant agreement with the State of Maryland's Office of Opioid Overdose Response from \$542,000 to \$623,300 and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department. Sharon C. Dashiell motioned and Michele R. Gregory seconded. The vote was 4-0.

- Ordinance - Accept Equitable Sharing Funds 1st Reading

Ordinance No. 2951 - to approve a budget amendment of the grant fund budget to appropriate funds received from Wicomico County in the amount of \$150,000 following the dissolution of the multi-jurisdictional Wicomico County Narcotics Task Force. Michele R. Gregory motioned and Angela M. Blake seconded. The vote was 4-0.

PUBLIC COMMENT

The following public comment was heard:

- Speaker #1 believed that the city's bicycle committee was ineffective and costly and criticized councilmembers for blindly following the previous Mayor.

ADJOURNMENT/CONVENE INTO WORK SESSION

The Legislative Session was adjourned at 6:26 p.m.



**CLOSED SESSION
MEETING MINUTES
JULY 28, 2025**

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Councilwoman April R. Jackson, Councilwoman Michele R. Gregory and Councilwoman Sharon C. Dashiell

Absent: Council Vice President Angela M. Blake

IN ATTENDANCE

Mayor Randy Taylor, Acting City Administrator Tom Stevenson, Human Resources Director Meg Caton, City Clerk Julie English, City Solicitor Ashley Bosche

MOTION TO CONVENE IN CLOSED SESSION

The City Council convened in Closed Session on July 28, 2025 at 5:30 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

The Closed Session was to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluations of appointees, employees or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals authorized by the State Government Article, § 3-305(b)(1). April R. Jackson motioned and Michele R. Gregory seconded. The vote was 4-0.

DISCUSSION TOPIC

- Appointment of Acting City Administrator, Deputy City Administrator, and Procurement Director

Ms. Caton presented each candidate to the council. The Council interviewed each candidate and gave consensus to move forward with all three appointments.

MOTION TO AJOURN AND RECONVENE IN OPEN SESSION

President Doughty called for a motion and a second to adjourn the closed session and reconvene into open session. April R. Jackson motioned and Michele R. Gregory seconded. The vote was 4-0.

REPORT TO PUBLIC

President Doughty immediately convened in open session to provide a report out. He stated that the Closed Session was to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluations of appointees, employees or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals authorized by the State Government Article, § 3-305(b)(1).

ADJOURNMENT

The open session adjourned at 8:45 p.m.

City Clerk

Council President



**WORK SESSION
MEETING MINUTES
AUGUST 11, 2025**

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman Michele R. Gregory and Councilwoman Sharon C. Dashiell

Absent: Councilwoman April R. Jackson

IN ATTENDANCE

Mayor Randy Taylor, Deputy City Administrator Allen Swiger, Finance Director Sandy Green, Waterworks Director Cori Cameron, Dave Chiddenton, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Work Session on August 11, 2025 at 6:26 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

PRESENTATION

- Salisbury Adopt-A-Road Program - presented by Dave Chiddenton

Mr. Chiddenton, from Wicomico Presbyterian Church, thanked the city council for approving their participation in the Adopt-a-Road program, proposing to maintain Fitzwater Street from Mill to Pemberton Drive with four to six cleanups a year. He shared past program materials, clarified safety procedures, and discussed signage, documentation, and coordination. The city confirmed they were finalizing legal forms, setting up an online sign-up process, and planning publicity to encourage more groups to adopt roads.

- Water and Sewer Presentation

Ms. Green and Ms. Cameron presented "Water & Sewer 101," noting the water and sewer system was funded entirely by customer fees and not tax dollars. They noted that fees supported operations, capital projects, and debt service. A significant increase in FY29 when annual bond payments could rise from \$150,000 to \$3.6 million following retirement of a 2008 loan. Ms. Green added that the fund had a \$3 million negative unrestricted balance and \$93 million in projected capital needs for FY26–30, driven by inflation, higher chemical costs, and new PFAS filtration requirements. Council requested a list of overdue and upcoming projects with original and current cost estimates and a simpler explanation of the debt increase. Ms. Green and Ms. Cameron reviewed billing procedures, assistance programs, and clarified that water and sewer charges only fund the utility system.

ORDINANCE

- **Budget Amendment for Lawsuit Funds**

Ms. Green presented an ordinance to amend the FY26 budget, reallocating \$2 million in anticipated PFAS lawsuit proceeds from the Water Sewer Fund to the Water Sewer Capital Project Fund, and shifting \$1.5 million in project funding to be covered by these proceeds. The \$469,900 difference will come from Water Sewer Fund surplus and be assigned to the PFAS filter project to cover upfront costs before state loan funds are received. Council reached consensus to move the ordinance forward.

- **Budget Amendment for Union Negotiations**

Ms. Green stated that on June 16, 2025, Council approved Resolution 3414 and three union side letters from wage reopener negotiations, resulting in wage increases not in the adopted FY26 budget. She added that the FY26 budget originally provided one-step salary increases in July 2025 and January 2026; negotiations added another step in July 2025 and increased Fire step increments from 2% to 2.25%, creating \$1,336,784 in unbudgeted costs. Ms. Green explained that an ordinance was presented to amend the FY26 budget to cover these costs. Ms. Caton suggested adjusting the negotiation calendar (currently Oct–Jan) to align with budget information, and to consider guidelines or caps for wage increases tied to available revenue. She also noted options such as percentage-of-revenue formulas, guaranteed increases contingent on projected growth, arbitration subject to Council approval, or removing certain provisions from the labor code as a last resort. She mentioned that timeline changes may be acted on quickly, with broader wage policy changes requiring more analysis. She highlighted that the current union contracts run through FY26, providing time to review processes but suggested moving quickly with the timeline changes. Council reached consensus to move forward with the budget amendment.

PUBLIC COMMENT (Agenda Items Only)

The following public comments were heard:

- Speaker #1 expressed concerns about poor management and oversight in city projects and union contracts. He also noted ongoing issues with city water quality and suggested that any rate increases should target commercial users rather than residents.
- Speaker #2 criticized the 2026 budget amendment's \$1.3 million cost for union salary and fringe increases, questioned funding sources and fee hikes, and condemned ongoing mismanagement of the water and sewer funds.

ADMINISTRATION COMMENTS

Mr. Swiger praised the police department for a successful National Night Out, reminded everyone about Third Friday's disco-themed event featuring the new downtown TAPS program for to-go alcohol, and announced the long-awaited Carroll Street repaving and restriping project starting next Monday.

Mayor Taylor recognized Mr. Swiger, Mr. Lowe and Mr. Feliciano for their new assignments and noted that the city anticipates swearing in a new City Administrator soon.

COUNCIL COMMENTS

Ms. Gregory thanked Mr. Swiger and the field operations team for completing the long-awaited

sidewalk providing park access and was glad to hear the report of how National Night Out went since she was unable to attend.

Ms. Blake was looking forward to Carroll Street getting redesigned and striped. She noted that the Blood Bank on Mt. Hermon Road was back open and asked everyone to consider donating blood and plasma.

Ms. Dashiell praised National Night Out and the city's quick response regarding the unsafe bridge. She highlighted the impressive hands-on training in the Junior Fire Academy for kids. She shared exciting developments at the local airport with an aerospace startup testing hybrid-electric drones and suggested revisiting previous housing questions to develop actionable solutions.

President Doughty echoed the same thoughts for National Night Out and praised the community and volunteers. He highlighted the Junior Fire Academy and 911 Center operations, and encouraged continued public engagement, noting the next meeting was in two weeks.

ADJOURNMENT

The Work Session was adjourned at 7:25 p.m.

City Clerk

Council President



**LEGISLATIVE SESSION
MEETING MINUTES
AUGUST 25, 2025**

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April R. Jackson and Councilwoman Sharon C. Dashiell

Absent: Councilwoman Michele R. Gregory

IN ATTENDANCE

Mayor Randy Taylor, Acting City Administrator Tom Stevenson, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Legislative Session on August 25, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

WELCOME/ANNOUNCEMENTS/PLEDGE

President Doughty welcomed everyone to the meeting and provided the emergency exit instructions. He then asked everyone to stand for the Pledge of Allegiance.

INVOCATION - Pastor Greg Carlson - Park Seventh Day Adventist

Pastor Greg Carlson from Park Seventh Day Adventist was called forward to provide the Invocation.

PRESENTATIONS

- Council Certificate of Recognition - Zach Bridges

Ms. Dashiell presented a certificate of recognition to Zach Bridges and his team from the Salisbury Fire Department for their outstanding work organizing the Junior Fire Academy, which educates and inspires youth through hands-on firefighting training and teamwork.

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

City Clerk Julie English presented the Legislative Agenda.

President Doughty called for a motion and a second to adopt the legislative agenda as presented. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 5-0.

CONSENT AGENDA

Ms. English presented the Consent Agenda items. The items were as follows:

- Meeting Minutes

March 24, 2025 Closed Session #1
March 24, 2025 Legislative Session
March 24, 2025 Closed session #2
April 14, 2025 Closed Session
April 14, 2025 Legislative Session
April 14, 2025 Work Session
April 28, 2025 Legislative Session

- Manufacturing Exemption - Imperial Granite & Quartz, LLC (2024)
- Manufacturing Exemption - Clean Air Filters, LLC (2024)

President Doughty called for a motion and a second to approve the consent agenda. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 4-0.

ORDINANCES – presented by Ms. Bosche

- Ordinance for MOOR ORF Opioid Grant Amendment - 2nd Reading

Ordinance No. 2950 - amending the grant agreement with the State of Maryland's Office of Opioid Overdose Response from \$542,00 to \$ 623,300 and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department. April R. Jackson motioned and Angela M. Blake seconded. The vote was 4-0.

- Ordinance - Accept Equitable Sharing Funds 2nd reading

Ordinance No. 2951 - to approve a budget amendment of the grant fund budget to appropriate funds received from Wicomico County in the amount of \$150,000 following the dissolution of the multi-jurisdictional Wicomico County Narcotics Task Force. Angela M. Blake motioned and April R. Jackson seconded. The vote was 4-0.

- Budget Amendment for Union Negotiations - 1st Reading

Ordinance No. 2952 - authorizing a budget amendment for the Mayor to appropriate funds for the FY2026 general fund, water and sewer fund, parking fund and storm water fund for additional salaries and fringe associated with union negotiation. April R. Jackson motioned and Angela M. Blake seconded. The vote was 4-0.

- Budget Amendment for Lawsuit Funds - 1st Reading

Ordinance No. 2953 - authorizing a budget amendment to transfer PFAS settlement proceeds from the water sewer fund to the water sewer capital project fund. April R. Jackson motioned and Angela M. Blake seconded. The vote was 4-0.

PUBLIC COMMENT

The following public comments were heard:

- Speaker #1 noted that waiving developer connection fees caused a \$3.5 million shortfall in the water and sewer fund, leading to higher bills and increased fees in the future to maintain system

stability.

- Speaker #2 urged the council to ban bicycles, e-bikes, and scooters from sidewalks for pedestrian safety.
- Speaker #3 thanked the City for restoring two car lanes in each direction on West Carroll Street.
- Speaker #4 was in favor of the new collective bargaining law but wanted negotiations align with the city budget so workers receive fair pay, and the city can plan properly.
- Speaker #5 urged residents to dedicate 5–10 minutes weekly to pick up trash on their streets. He encouraged everyone to join him on Wednesdays to help keep Salisbury clean.

ADJOURNMENT/CONVENE INTO WORK SESSION

The Legislative Session was adjourned at 6:24 p.m.

City Clerk

Council President



**WORK SESSION
MEETING MINUTES
AUGUST 25, 2025**

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April R. Jackson and Councilwoman Sharon C. Dashiell

Absent: Councilwoman Michele R. Gregory

IN ATTENDANCE

Mayor Randy Taylor, Acting City Administrator Tom Stevenson, Deputy City Administrator Allen Swiger, Events and Culture Manager Caroline O'Hare, Economic Development Manager Derek Jarmon, Media Specialist Jordan Ray, Procurement Director Michael Lowe, Finance Director Sandy Green, Associate Planner Zach White, Associate Planner Jennifer Jean, Police Chief Dave Meienschein, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Work Session on August 25, 2025 at 6:24 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

PRESENTATIONS

- **Maryland Heritage Areas Authority Grant Presentation**

Ms. O'Hare shared that the Maryland Folk Festival received a \$50,000 grant from the Maryland Heritage Areas Authority, with support from Beach to Bay Heritage Area, to fund the Folk Life stage. This year's theme - Maryland, America in Miniature - showcases the state's cultural heritage through music, dance, crafts, and storytelling, including Janice Curtis Green as Harriet Tubman. The grant covers artist fees, travel, lodging, staff, and equipment, promoting Salisbury as a cultural hub and boosting tourism and economic development. The festival runs September 19–21 across four stages, with downtown businesses participating.

- **Presentation of Brand New Downtown SBY Website**

Mr. Ray presented Salisbury's new website, downtownsby.com. The website was designed to be the central hub for residents and visitors to explore downtown events, businesses, and cultural initiatives. He explained that it replaced the outdated platform and offered an easy-to-navigate, fully functional experience. Key features included a month-by-month event calendar, a categorized business directory, and an interactive GIS portal highlighting public art and walking tours. The site allowed users to plan visits, boosted downtown engagement and tourism, and drove foot traffic to local businesses. Mr. Ray noted the website was led by the communications department and strengthened the city's connection with the community and visitors.

RESOLUTIONS

- Franchise Fee Negotiations

Finance Director Sandy Green presented a resolution to appoint Cohen Law Group and CBG Communications for cable franchise renewal consulting. The current contract had expired and their expertise was needed for complex negotiations. Cohen Law Group was deemed the most qualified. Council gave consensus to move this forward to Legislative Session.

- Annexation Introduction for Gordy Road/Beaglin Park Drive

Mr. White reviewed a request to annex 0.87 acres of parcel 312 along Gordy Road to complete the Aydelotte Farms PRD, bringing several lots fully into city limits with zoning as Plan Residential Zone 7. Parcel 310 and its access easement were excluded per the owner's wishes. After addressing questions about utilities and the property, the council gave consensus to move the annexation forward.

- Annexation Introduction for Johnson Road, Parcel 269

Ms. Jean introduced a request to annex parcel 269 on Johnson Road, a 14.88-acre property currently zoned R20 in Wicomico County. The applicant requested R5A residential zoning for a development of 148 townhomes with public water and sewer. Discussions included potential policies for including affordable housing in future annexations and the benefits of connecting to city water and sewer versus having wells. It was noted that the existing home on the parcel would not be annexed. The council gave consensus to move the annexation forward.

ORDINANCES

- Drug Court Grant

Chief Meienschein informed the Council that \$5,000 in recurring funding from the Office of Problem-Solving Courts supported Wicomico Drug Court clients, helped officers perform home visits and curfew checks to assist in aid compliance, recovery, and to reduce crime. Having no further questions, consensus was given by the council to move this forward to Legislative Session.

- Budget Amendment for North Prong

Mr. Swiger presented an ordinance to approve a budget amendment reallocating funds to 337 Lake Street as part of the North Prong Park project. Funds would be transferred from the Unity Square streetscaping project, which was almost complete. Councilmembers expressed strong support, noting the property was an eyesore and the project had been long awaited. Consensus was given to move the amendment forward.

PUBLIC COMMENT (Agenda Items Only)

The following public comments were heard:

- Speaker #1 urged the council to adopt an affordable housing code, noting Salisbury lacked one. Council responded that updates would come from the housing team in September.
- Speaker #2 highlighted costs from failing septic systems and the need for better public education on city services and gradual tax payments.

- Speaker #3 was in favor of the North Prong property purchase and wanted a community-driven planning process, while addressing issues like lack of shade early in the design.

ADMINISTRATION COMMENTS

Mayor Taylor expressed appreciation for public comments on Carroll Street. He noted the upcoming projects: infrastructure improvements on Fitzwater Street, installation of the final floodgate on Lake Streets east side, and repairs to damaged concrete buffers, with more projects planned.

COUNCIL COMMENTS

Ms. Jackson praised the summer program for engaging kids from multiple communities with activities and arts, and thanked city staff and volunteers for their support. She emphasized the importance of such programs for keeping children safe. Additionally, she encouraged community support for Relay for Life, sharing personal experience as a two-time cancer survivor.

Ms. Dashiell recognized Poplar Hill's 50th anniversary, the Estonian choir performance, the Tidal Health Clinic ribbon-cutting, local cleanup efforts, and Salisbury University's 100-year celebration.

Ms. Blake congratulated Ms. Jackson on the successful program and was excited for the Westside Community Center. She shared a personal connection to Salisbury University, highlighting her grandmother's history there. Ms. Blake encouraged plasma, blood and organ donation, and reminded everyone to drive safely as school resumed. She also applauded the Council and Mayor for allocating \$1 million for infrastructure improvements in Foggy Bottom, Spring Chase, and Schumaker Manor, noting the positive impact for those communities.

President Doughty attended the Governor's sub-cabinet summer roundtable on socio-economic procurement. The new Maryland Department of Social and Economic Mobility would streamline resources from three offices to support historically underserved communities.

ADJOURNMENT

The Work Session adjourned at 7:27 p.m.

City Clerk

Council President



**LEGISLATIVE SESSION
MEETING MINUTES
SEPTEMBER 8, 2025**

PUBLIC OFFICIALS

Present: Council Vice President Angela M. Blake, Councilwoman April R. Jackson and Councilwoman Sharon C. Dashiell

Absent: Council President D'Shawn M. Doughty and Councilwoman Michele R. Gregory

IN ATTENDANCE

Mayor Randy Taylor, Deputy City Administrator Allen Swiger, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Legislative Session on September 9, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

WELCOME/ANNOUNCEMENTS/PLEDGE

Vice President Blake welcomed everyone to the meeting and provided the emergency exit instructions. She then asked everyone to stand for the Pledge of Allegiance.

INVOCATION - Pastor Greg Morris - Parkway Church of God

Pastor Greg Morris from Parkway Church of God was called forward to provide the Invocation.

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

City Clerk Julie English presented the legislative agenda. Ms. English noted that they could not proceed with the 2nd readings of the budget amendments due to the lack of council members in attendance.

Vice President Blake called for a motion and second to adopt the legislative agenda as presented. Sharon C. Dashiell motioned and April R. Jackson seconded. The vote was 3-0.

CONSENT AGENDA

Ms. English presented the Consent Agenda items. The items were as follows:

- **Meeting Minutes**

April 22, 2025 Budget Work Session

April 23, 2025 Budget Work Session

April 28, 2025 Work Session

Vice President Blake called for a motion and a second to approve the consent agenda. Sharon C. Dashiell motioned and April R. Jackson seconded. The vote was 3-0.

RESOLUTIONS

Presented by Ms. English

- Historic District Commission

Resolution No. 3422 - re-appointing Margaret Lawson to the Historic District Commission for term ending July 2028. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 3-0.

- Franchise Fee Negotiations

Resolution No. 3423 - appointing Cohen Law Group and its partner, CBG Communications, Inc., to provide cable franchise renewal consulting services on behalf of the city. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 3-0.

ORDINANCES

Presented by Ms. Bosche

- Drug Court Grant - 1st Reading

Ordinance No. 2954 - to accept grant funds from the office of problem-solving courts discretionary grant adult drug court program to provide overtime reimbursement to police officers conducting curfew and contract compliance checks on clients in the city of Salisbury. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 3-0.

- Budget Amendment for North Prong - 1st reading

Ordinance No. 2955 - authorizing the Mayor to appropriate funds for land acquisition for the North Prong Park Project using reallocated proceeds of public improvement bonds of 2024. Sharon C. Dashiell motioned and April R. Jackson seconded. The vote was 3-0.

PUBLIC COMMENT

The following public comments were heard:

- Speaker #1 urged Salisbury to keep nonpartisan elections. He suggested ranked choice voting as a better alternative to partisan elections.
- Speaker #2 supported staying nonpartisan and asked how the Sheriff's ICE agreement affected city arrestees in the county jail. He also noted that Planning Commission members must be mayor-appointed and council-confirmed.
- Speaker #3 congratulated Salisbury University on their 100-year anniversary. He criticized one of the councilmembers for inappropriate social media posts and urged elected officials to set a better example.

ADJOURNMENT/CONVENE INTO WORK SESSION

The Legislative Session was adjourned at 6:55 p.m.

City Clerk

Council President



**WORK SESSION
MEETING MINUTES
SEPTEMBER 8, 2025**

PUBLIC OFFICIALS

Present: Council Vice President Angela M. Blake, Councilwoman April R. Jackson and Councilwoman Sharon C. Dashiell

Absent: Council President D'Shawn M. Doughty and Councilwoman Michele R. Gregory

IN ATTENDANCE

Mayor Randy Taylor, Deputy City Administrator Allen Swiger, Community Relations Manager Rachel Manning, Director of Housing and Community Development Muir Boda, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Work Session on September 8, 2025 at 6:55 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

PRESENTATION

Ms. Blake called Ms. Manning forward to present the Summer Youth Program Recap.

- **Summer Youth Program Recap**

Ms. Manning highlighted a successful summer youth program. The program included: the first Youth Business Fair (12 entrepreneurs), the Newton Community Center drop-in program (650 visits), gardening and cooking activities, arts and crafts, and a field trip to the zoo. The new "Game On" program at Lake Street Playground drew 10–25 kids daily, with free lunches provided. The Summer Youth Employment Program hired 11 high school students in various city departments. She noted that the summer would conclude with the upcoming Parkfest event, which offered free games, food, and activities for the community.

RESOLUTION

- **Charter Amendment - Updating SC5-1 to increase the maximum fines for misdemeanors and municipal infractions**

Mr. Boda presented a charter amendment for the purpose of updating fines and municipal infractions. The idea was to create an annual fine schedule to avoid frequent code updates. An alternative to creating the annual schedule was to reference state law for simplicity and clarity. Vice President Blake asked Ms. English for this option to be presented at the next Work Session. Consensus was reached to move the amendment forward.

ORDINANCE

- **Ordinance to add the International Property Maintenance Code to Title 15 of the Salisbury City Code**

Mr. Boda presented an ordinance to amend Title 15 of the Salisbury City Code for the purpose of referencing the 2021 International Property Maintenance Code. He explained that this aligned with the code used in trainings and certifications taken by the housing inspectors and code enforcement officers. Consensus was reached to move the ordinance forward.

COUNCIL DISCUSSION

- Boards and Commissions – Vice President Blake tabled this conversation. No vote was taken.

PUBLIC COMMENT (Agenda Items Only)

The following public comments were heard:

- Speaker # 1 encouraged more proactive code enforcement, criticizing the current complaint-driven system and cited a case where rental inspectors would not act without a court order.
- Speaker #2 backed the simple charter change and recommended the Planning Commission exclude council members to avoid bias.
- Speaker #3 requested monthly accountability updates from council members on boards and commissions and highlighted ongoing playground maintenance issues.

ADMINISTRATION COMMENTS

Mr. Swiger thanked Ms. Manning for her outstanding work on the summer youth program, her leadership in the Summer Youth Employment Program, and the hiring of a young participant for the events team.

Mayor Taylor thanked the council for advancing the City Administrator. He also emphasized proactive city responses to issues and reminded residents about the upcoming Folk Festival.

COUNCIL COMMENTS

Ms. Dashiell highlighted several local events and developments. She also announced new airport initiatives including a \$59 Orlando flight and the recent opening of the aviation maintenance school.

Ms. Jackson addressed community topics and offered condolences to the family of the young man who was found in the Wicomico River.

Ms. Blake reflected on recent home blessings and shared that her grandmother attended Salisbury University in 1929. She appreciated the Council's reporting on community events.

ADJOURNMENT

The Work Session adjourned at 7:57 p.m.

City Clerk

Council President



City of Salisbury

Memo

To: Nick Rice
From: Michael Lowe, Director of Procurement
Date: December 4, 2025
Subject: Award of Bids

The Department of Procurement seeks Award of Bid approval from the Salisbury City Council for the solicitation(s) as defined herein. The Department of Procurement followed required procurement policy and procedure as defined by the City of Salisbury Charter and Municipal Code of Ordinances for the procurements presented below.

ITB 26-105 Elevated Water Tank Recoating at Salisbury University

- Department: Water Works
- Scope of Work: Surface preparation, repainting and logo reinstallation
- Bid date: 07/25/2025
- Bid opening: 08/29/25
- Total responsive responsible bids received: 6

Base Bid

- o Minoan Industrial, LLC \$ 564,700.00
- o Compass 360 Solutions LLC \$ 947,985.57
- o Brave Industrial Paint LLC \$ 975,000.00
- o ECP Inc. \$ 1,103,046.10
- o Manolis Painting, Inc. \$ 1,425,000.00
- o Dynamic Sandblasting and Painting \$ 1,450,000.00
- Lowest priced responsive and responsible vendor:
 - o Suburban Contractors, LLC
- Total Award: \$ 564,700.00
- GL Account: 97030-513026-50016, 96124-513026-50016 and 82075-534501
- Note this award is contingent of approval of second reading of ordinance 2965

ITB 26-102 Naylor Mill Road Water Extension Construction

- Department: Water Works
- Scope of Work: Water Main Extension from Paleo to Westwood Commerce Park
- Bid date: 09/12/2025
- Bid opening: 11/06/25
- Total responsive responsible bids received: 5

Base Bid

- o Kinsely Construction, LLC \$ 3,968,555.00
 - o Allan Myers, MD, Inc. \$ 4,511,511.00
 - o Metra Industries \$ 4,952,625.00
 - o Chesapeake Turf \$ 5,690,783.50
 - o Retallack & Son's Inc. \$ 6,300,000.00
- Lowest priced responsive and responsible vendor:
 - o Kinsely Construction, LLC
 - Total Award: \$ 3,968,555.00
 - GL Account: 97060-513026-50050, 97060-513026-50050

ITB 26-108 Park Well 8 and 18 Rehabilitations

- Department: Water Works
- Scope of Work: Rehabilitation of production wells
- Bid date: 09/30/2025
- Bid opening: 10/31/25
- Total responsive responsible bids received: 1

	Base Bid
o A.C. Schultes of Delaware	\$ 149,475.00
- Lowest priced responsive and responsible vendor:
 - o A.C. Schultes of Delaware
- Total Award: \$ 149,475.00
- GL Account: 96113-513026-50031, 96124-513026-50031

ITB 26-118 2 Ford F350 Trucks

- Department: Water Works
- Commodity Description: Vehicles
- Contract- Sourcwell Cooperative- 032824-OLA
- Vendor: Olathe Fleet Sales
- Total Cost: \$202,366.00
- GL Account(s): 86083-577025
- Notes:
 - o Notes:Purchasing authority per City of Salisbury Charter § SC 16-3 General Policy of Competitive Bidding, Exceptions, which states that competitive bidding is not necessary or appropriate in the following circumstances:

A.(9) Contracts in which the City receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract.

“Cooperative Purchases” are permitted under the Sourcwell Cooperative which the City of Salisbury is a member of.

ITB 26-119 International HV 515 Dump Truck

- Department: Water Works
- Commodity Description: Vehicles
- Contract- Sourcwell Cooperative032824-NVS
- Vendor: International of Delmarva
- Total Cost: \$245,224.00
- GL Account(s): 86083-577025
- Notes:
 - o Notes:Purchasing authority per City of Salisbury Charter § SC 16-3 General Policy of

Competitive Bidding, Exceptions, which states that competitive bidding is not necessary or appropriate in the following circumstances:

A.(9) Contracts in which the City receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract.

“Cooperative Purchases” are permitted under the Sourcewell Cooperative which the City of Salisbury is a member of.

Attachment(s):

[12.8 Memo attachments](#)



To: Michael Lowe, Director of Procurement
From: Cori Cameron, Director of Water Works
Date: October 2, 2025

RE: Recommendation of Award ITB-126-165 Elevated Storage Tank Coating at Salisbury University

Salisbury Department of Water Works posted an invitation to bid for the Sandblasting and painting of the Elevated Water Storage Tank at Salisbury University on 7/25/25. Six responsive and acceptable bids were received and opened on 8/29/25.

The Department of Water Works conducted further investigation into past job performances of the low bidder and found numerous safety concerns and have deemed them non responsible due to prior performance at other municipal entities. We recommend award of bid to the second lowest bidder, Minoan Industrial LLC, for \$564,700.00. Funds will be available in Project accounts #97030-513026-50016, 97030-513026-50016 and operating water tower account 82075-534501 for the total amount of \$564,700.00.



To: Michael Lowe, Director of Procurement
From: Cori Cameron, Director of Water Works
Date: November 17, 2025
Re: ITB-26-102 Naylor Mill Water Main Extension Construction

The Department of Water Works recently worked with the Department of Procurement to advertise an invitation to bid for the construction of the Naylor Mill Water Main Extension project. The project will construct the water main extension from the Paleo Water Treatment Plant (WTP) on Scenic Drive to connect to the water mains in the Westwood Commerce Park. The goal of this project is to extend the City of Salisbury's water service to the Naylor Mill Mobile Home Park (MHP) to connect residents to a municipal water system due to high levels of per- and polyfluoroalkyl substances (PFAS) in the MHP wells. The project will also provide a water distribution system loop which will provide system redundancy and increase the water system pressure in Westwood.

Five companies submitted proposals for ITB-26-102 by the due date and time of November 6, 2025 at 2:30 pm.

Name	Total Cost
Kinsley Construction LLC	\$3,968,555.00
Allan Myers MD, Inc.	\$4,511,511.00
Metra Industries	\$4,952,625.00
Chesapeake Turf	\$5,690,783.50
Retallack & Son's Inc.	\$6,300,000.00

The York Water Company and Hillcrest Realty were contacted as references for the low bidder, Kinsley Construction, LLC. Both references provided favorable feedback on their experiences with Kinsley Construction, LLC and expressed satisfaction with work quality and communication. Funding is provided by the Maryland Department of the Environment's (MDE) Water Quality Infrastructure Financing Administration through the FFY22 and FFY23 DWSRF BIL Emerging Contaminants fund. MDE will review the construction contract after it is awarded by the City Council and then present the contract for approval to the Maryland Board of Public Works.

Two bid items are funded by the City of Salisbury because they were ineligible for MDE funding. The bid items were for a 16"x16" cross and 16" gate valves which will enable an extension of the water main at Jersey road in the future. The amount funded by MDE and the City is shown below along with the account numbers:

	Construction	Account Numbers
Salisbury portion	\$61,879.00	97060-513026-50050
MDE funded portion	\$3,906,676.00	97060-513026-50050

Department of Water Works
2322 Scenic Drive
Salisbury, MD 21801
waterworks@salisbury.md



Pending MDE and BPW approval, and approval of the award of bids, please issue a purchase order to Kinsley Construction, LLC in the amount of \$3,968,555.00.



To: Michael Lowe, Director of Procurement
From: Cori Cameron, Director of Water Works
Date: November 25, 2025

RE: Recommendation of Award ITB 26-108 Park Wells 8 and 18 Rehabilitation

Salisbury Department of Water Works supported a request for proposals for Park Wells 8 and 18 Rehabilitation. The Project is to rehabilitate two wells in the park well field to increase pumping yield and efficiency.

One bid was received and opened on 10/31/2025. The bid was responsive. The Department would like to award to the sole bidder.

The Department of Water Works would like to award the bid to A.C. Schultes of Delaware for \$149,475.00. Funds are available in the Restore Park Well Field Project Accounts #96113-513026-50031 for \$146,204.12 and #96124-513026-50031 for \$3,270.88.



City of Salisbury

To: Michael Lowe, Director of Procurement
From: Connie Luffman, Superintendent - Wastewater Treatment Plant
Date: November 19, 2025
Re: Two Ford F350 duallies w/ work bodies, cranes and lift gates

Salisbury WWTP recently requested quotes for two Ford F350 duallies with work bodies, cranes and lift gates. Quotes for Ford F350 duallies with work bodies were obtained from two vendors who hold cooperative contracts. The Wastewater Treatment Plant requests that this purchase of the two trucks be awarded to Olathe Fleet Sales. Funding is available from 86083-577025. The procurement process utilized the Sourcewell cooperative contract #032824-OLA to ensure competitive pricing, reduce procurement time, and comply with public agency.

Vendor	Quoted Price	Quantity	Total Cost
Hertrich Fleet Services	\$107,701	X2	\$215,402
Olathe Fleet Sales	\$101,183	X2	\$202,366

Please let me know if you need any additional information or have any questions. Thank you.

CL
11/19/25

Department of Water Works
2322 Scenic Dr. Salisbury, MD 21801
ph: 410-548-3185 fax: 410-334-3035
www.salisbury.md



Purchase Order / Quote

OLATHE FORD SALES INC
SANDRA GONZALEZ
GOVERNMENT MANAGER
DIRECT - 913-312-5371

Date	11/18/2025
Valid Until	12/18/25
Contract	SOURCEWELL - 032824- OLA
PO	
Lead Time	18-20 WEEKS

Customer:

SALISBURY

Invoice Address:

Delivery Address:

Same

Description - Vehicle Preview Details		Line Total
2026 FORD F-350 CHASSIS CAB 4X2 DRW - 145" CA		\$52,339.00
F350 4X2 CHASSIS CAB DRW/145 145 INCH WHEELBASE TOTAL BASE VEHICLE OXFORD WHITE VINYL 40/20/40 SEATS MEDIUM DARK SLATE PREFERRED EQUIPMENT PKG.640A XL TRIM AIR CONDITIONING - CFC FREE AM/FM STEREO MP3/CLK 7.3L DEVCT NA PFI V8 ENGINE 10-SPEED AUTO TORQSHIFT LT245/75R17E BSW ALL-TERRAIN 4.30 RATIO LIMITED SLIP AXLE FORD FLEET SPECIAL ADJUSTMENT FRONT LICENSE PLATE BRACKET PLATFORM RUNNING BOARDS 14000# GVWR PACKAGE	SPARE TIRE AND WHEEL TRAILER BRAKE CONTROLLER CENTER HIGH MOUNT STOP LAMP AUTO EMERGENCY BRAKE REMOVAL JACK 40 GAL AFT OF AXLE FUEL TNK 410 AMP DUAL ALTERNATOR HEAVY SERVICE FRONT SUSPENSION EXTERIOR BACKUP ALARM DUAL BATTERY REAR VIEW CAMERA & PREP KIT CONN PKG: 1 YR INCL W/FORD APP	
READING TRUCK QUOTE - CAT01402 - DRIVER'S SIDE MOUNTED CRANE		\$44,595.00
FACTORY OPTION TOTAL		\$2,899.00

Special Notes and Instructions

MSO/ODO STATEMENT. CUST RESPONSIBLE FOR REGISTRATION, TAXES AND TITLING

QUOTES ARE ONLY VALID UNTIL CURRENT MODEL YEAR ORDER BANK CLOSES. OLATHE FORD
RESERVES THE RIGHT TO CHARGE CUSTOMER FOR FLOORPLAN IF UPFITTING TAKES AN EXCESSIVE
AMOUNT OF TIME.

PAYMENTS FOR VEHICLES MUST BE MADE WITHIN 30 DAYS OF INVOICE OR OLATHE FORD RESERVES
THE RIGHT TO CHARGE FLOORPLAN INTEREST FOR EACH DAY INVOICE IS OVERDUE

Subtotal less trade-in	\$99,833.00
Sales Tax	\$0.00
Tire Tax	0 \$0.00
Extended Warranty	\$0.00
Flooring	\$0.00
Delivery	\$1,350.00
MSO / ODO	\$0.00
Total Per Unit	\$101,183.00
Quantity of Units	1
PO Total	\$101,183.00

Above information is not an invoice and only an estimate of services/goods described above. Quote subject to change.

Please confirm your acceptance of this quote by signing this document, and returning your PO.

If you have any questions concerning this quote, contact Sandra Gonzalez

Thank you for your business!

1845 E SANTA FE, OLATHE, KS 66062
505-850-5504 - SGONZALEZ@OLATHEFLEET.COM



Manager

QUOTATION ID: CAT01402

DATE: 11/19/2025

Page 1 of 7

Bill To: RETAIL-TAXABLE (ENDUSER)

Description: CLAS 11 LIFTGATE / CRANE

End User: UNKNOWN

Customer #: 53020

Ship To: RETAIL-TAXABLE (ENDUSER)

Total Units: 1

Quote valid until: 2/11/2026

Contact:

Contact:

Entered By: CHRISTOPHER TOLBERT

Phone:

Phone:

Upfit Branch: CLINTON MD - C1

Fax:

Lead Time: TBD

Email:

Customer PO:

Terms: COD

Chassis Location: DEALER STOCK

RFQ/Spec#:

Ship Via: CUSTOMER PICKUP

Dealer Code:

CUSTOMER-SUPPLIED CHASSIS: ANY MODIFICATION(S) REQUIRED DUE TO UNSPECIFIED EQUIPMENT, OPTIONS OR CONFIGURATIONS ORDERED FROM THE OEM AND NOT PROVIDED TO RTE AT THE TIME OF ORDER WILL BE THE FINANCIAL RESPONSIBILITY OF THE CUSTOMER AND MAY RESULT IN INCREASED LEAD TIME.

Make:	FORD	Vehicle Code:	W3H-01	CA:	60.0	Engine Type:	GAS
Model:	F-350	Cab Type:	CREW	WB:	180.0	Engine Model:	
Year:	2026	Single/Dual RW:	DRW	Drive:	4X4	Fuel Tanks:	
GVWR:	14000	Paint Code/Color:		Desc:	CHASSIS CAB	Bed Length:	
VIN:				FO:			

ITEM	QUANT/UOM	DESCRIPTION	PRICE EACH	AMOUNT
1	1 EA	FURNISH AND INSTALL	\$44,595.00	\$44,595.00
1	1 EA	READING RESERVES THE RIGHT TO ADJUST PRICING TO COVER ANY INCREASES DUE TO OEM MODEL YEAR CHANGES/FITMENT ISSUES OR ANY SUPPLIER INCREASES &/OR COMMODITY OR TARIFF SURCHARGES THAT MAY OCCUR AFTER THE RECEIPT OF A PURCHASE ORDER & BEFORE FINAL DELIVERY OF A FINISHED PRODUCT.		
1	1 EA	QUOTE BASED ON CHASSIS HAVING A CLEAR FRAME AND EQUIPPED WITH (1) OEM STANDARD FUEL TANK (GAS OR DIESEL), UNLESS OTHERWISE NOTED.		
1	1 EA	READING CLS108ADW, 9' CLASSIC II STEEL DUAL WHEEL SERVICE BODY. 108" L X 91 1/2" W X 40" H, W/48 1/2" W FLOOR. "A" COMPARTMENT LAYOUT- R/S & C/S. PATENTED HIDDEN HINGES. STAINLESS STEEL ROTARY PADDLE LATCHES. NITROGEN STRUT DOOR HOLDERS. (2) ADJ SHELVES, EACH FRONT VERT COMPT, (1) ADJ SHELF EACH HORZ & EACH REAR VERT. 20 DIVIDERS. TREADPLATE FLOOR, SLAM ACTION TAILGATE. 5" UNDERSTRUCTURE. LED COMBO REAR LIGHTS. ONE (1) FUEL FILL - R/S REAR. E COAT IMMERSION PRIMER, PC WHITE FINISH. 6 YEAR LIMITED WARRANTY.		
1	1 EA	INCLUDE EXHAUST EXTENSION TIP.		

ITEM	QUANT/UOM	DESCRIPTION	PRICE EACH	AMOUNT
1	1 EA	PROVIDE ADDITIONAL MARKER LIGHTS - PER FMVSS 108.		
1	1 EA	INSTALL TOMMY GATE LED THREE (3) LIGHT S/T/T LIGHT KIT - TWO RED & ONE WHITE PER SIDE.		
1	1 EA	INCLUDE REAR CAMERA/SENSOR MOUNTING BAR.		
1	1 EA	PROVIDE STANDARD FIXED & REMOTE PENDANT CONTROLS. (INCLUDE PENDANT CONTROL MOUNT.)		
1	1 EA	ONE (1) PAIR STEEL BUMPERETTES, PC WHITE.		
1	1 EA	ONE (1) PR READING LOGO MUDFLAPS.		
1	1 EA	GENERATE CERTIFICATION/ALTERATION LABEL AND/OR COMPLETE THE MSO WHEN APPLICABLE.		
1	1 EA	GENERATE A WEIGHT SLIP FOR COMPLETED UNIT.		
1	1 EA	COMPETITIVE DISCOUNT.		
1	1 EA	ALL REQUIRED DOCUMENTATION FOR THE FINISHED UNIT IS TO BE SHIPPED TO CUSTOMER WITH VEHICLE.		
1	1 EA	CUSTOMER PICKUP, NO CHARGE.		
		IF THE DECISION IS MADE TO DELIVER THE COMPLETED UNIT ILO OF CUSTOMER PICKUP, AND AN APPROVED CHANGE ORDER WITH DELIVERY COSTS HAS NOT BEEN RECEIVED PRIOR TO COMPLETION, THE BRANCH BOC WILL MAKE ARRANGEMENTS TO DELIVER THE UNIT AND ADD THE COST TO THE ORDER PRIOR TO INVOICING. (MINIMUM CHARGE - \$60.00)		
1	1 EA	PRE-DELIVERY INSPECTION FOR COMPLETED FORD UNIT. (INSPECTION PERFORMED BY FORD DEALER LOCAL TO THE INSTALLATION FACILITY.)		
1	1 EA	FUEL SURCHARGE TAKE VEHICLE TO LOCAL GAS STATION AND ADD FUEL		

Quote Total does not include any applicable taxes or transportation charges unless specifically noted herein:

Quote Total:	\$44,595.00
Sales Tax:	\$0.00
Total Due:	\$44,595.00

The following items are optional:

Be sure to check the options desired when signing the quotation to include them with the order.

ITEM	QUANT/UOM	DESCRIPTION	PRICE EACH	AMOUNT	Add to Order
2	1 EA	ADD 2ND FUEL FILL PORT FOR CHASSIS EQUIPPED W/DUAL TANKS	\$159.00	\$159.00	<input type="checkbox"/>
3	1 EA	WEATHER GUARD #358-3-02, 50 GAL DIESEL STEEL COLUMN TRANSFER TANK. 55.19" L X 27" H X 12.5" D W/VENTED FILLER CAP & INTERIOR BAFFLE. GLOSS BLACK FINISH. INSTALLED ON C/S, AGAINST SIDE COMPARTMENT, UNLESS OTHERWISE NOTED.	\$1,283.00	\$1,283.00	<input type="checkbox"/>
4	1 EA	FILL-RITE #FR1210H FUEL PUMP - 15 GPM, 12V DC, 3/4" x 12' HOSE, MANUAL NOZZLE - 2 YEAR WARRANTY.	\$928.00	\$928.00	<input type="checkbox"/>
5	1 EA	MASTER DISCONNECT SWITCH, MOUNTED IN CAB ON FLOOR BY DRIVER'S SEAT - UNLESS OTHERWISE NOTED.	\$95.00	\$95.00	<input type="checkbox"/>

ITEM	QUANT/UOM	DESCRIPTION	PRICE EACH	AMOUNT
1	1 EA	INCLUDE SERVICE BODY SPRING MOUNT KIT.		
1	1 EA	BEFORE FINAL DELIVERY, INSTALLATION FACILITY WILL REFLASH THE BCM (BODY CONTROL MODULE).		
1	1 EA	REINFORCE C/S REAR VERT COMPARTMENT FOR MAX 12000 FT-LB CAPACITY CRANE.		
1	1 EA	SPARE TIRE CARRIER, INSTALLED, CENTERED, ON FRONT BULKHEAD. PC BLACK.		
1	1 EA	LIFTMOORE 2700-14 CRANE, INCLUDING: 8100 FT-LB RATING W/2700# MAX CAP @ 3'. MANUAL EXTEND/UNLIMITED POWER ROTATION. ON/OFF 12 VOLT ELECTRIC CONTROL SYSTEM. 18' REMOVABLE REMOTE PENDANT CONTROL. BOOM EXTENSION, TWO STAGE MANUAL, 6' - 14'. POWER ELEVATION, (-5 DEGREE TO 75 DEGREE) GALVANIZED AIR CRAFT CABLE, 1/4" X 62', W/7000# BREAKING STRENGTH. OVERLOAD PROTECTION. TRAVEL BLOCK WITH SWIVEL HOOK. MASTER DISCONNECT SWITCH. BOOM SUPPORT. LOAD TESTING. ANTI-TWO BLOCK SYSTEM. (COMPLIES WITH OSHA 29 CRF 1910.180 (C) (1). MOUNT PLATE - 15" SQ W/12" SQ BOLT PATTERN. MOUNTED ON COMPARTMENT TOP, C/S REAR.		
1	1 EA	AUXILIARY BATTERY - ONE (1) GROUP 31 DEEP CYCLE MARINE BATTERY, BATTERY BOX, BATTERY ISOLATOR/SEPARATOR & VENT ASSEMBLY.		
1	1 EA	LIFTMOORE #39510 MANUAL OUT/CRANK DOWN OUTRIGGERS. 12K CAPACITY - EXTENDS 30" C/S - 15" R/S.		
1	1 EA	WHEN BODY INSTALL IS COMPLETE, THE TRUCK WILL BE TAKEN TO A SHOP SPECIALIZING IN SPRING WORK, TO BRING REAR OF BODY TO WITHIN 3/4" OF LEVEL. METHOD AND MATERIAL USED MAY VARY, DEPENDENT ON TRUCK AND EQUIPMENT. NOTE - THE LISTED PRICE FOR THE SPRING WORK IS AN ESTIMATE. FINAL COST MAY CHANGE, DEPENDENT ON CUSTOMER, VEHICLE AND LOAD REQUIREMENTS.		
1	1 EA	EXTENDED RECESSED POOCHED BUMPER, W/OUTRIGGER MOUNT. PC WHITE.		
1	1 EA	CURT 15804, CLASS V COMMERCIAL DUTY FRAME MOUNT HITCH W/2 1/2" RECEIVER. 20,000# WC, 2700# WT. (NEVER EXCEED OEM RECOMMENDED TOWING LIMITS)		
1	1 EA	PROVIDE HOPPY 40959, 7/4 WAY TRAILER RECEPTACLE.		
1	1 EA	RECESSED DECK PLATE BUMPER - POWDER COAT WHITE.		
1	1 EA	CUSTOM FAB PART ENG000494 OUTRIGGER LIFTGATE SPACER KIT		
1	1 EA	ECCO #510 BACK-UP ALARM.		
1	1 EA	TOMMYGATE G2-54-1342 TP27, 1300# CAP LIFTGATE W/49" X 27" + 4" TAPER, (1) PIECE STEEL TP PLATFORM. SHUT-OFF-CONTROL, CS. WEIGHT - 415#. GRAVITY DOWN - DUAL HYDRAULIC CYLINDER LIFT. FACTORY BLACK FINISH. 42" MAX TRAVEL.		



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READING TRUCK EQUIPMENT (DBA READING TRUCK) TERMS AND CONDITIONS

- Prices quoted herein will be in effect for thirty (30) days (unless specifically noted on the quotation). However, during this time, prices may be increased according to, but not to exceed, the producer's price index (PPI) change for steel and/or aluminum between the date of the quotation and the date of the shipment. Commodity data may be used in conjunction with industry data to determine the increase.
- Reading Truck Equipment ("RTE") ensures all completed vehicles conform to applicable U.S. Federal Motor Vehicle Safety Standards (FMVSS) in effect at time of manufacture. Customer/end-user is responsible for ensuring this vehicle, when operated, meets all applicable federal, state and local rules, regulations and statutes, including, but not limited to, those governing safety equipment, cargo securement, and accessories.
- RTE will not be held financially liable for delay in delivery resulting from supply constraints from the chassis and/or equipment manufacturer, labor strikes, carrier delays, or any delays in RTE's performance due to acts of public enemies, industrial, or civil disturbances, orders of any governmental or military entity, or natural disaster.
- RTE will provide Customer a notice of release ("Release Notice") of Customer's unit(s) ("Vehicle(s)") and Customer will remove, or authorize RTE to remove, the Vehicle(s) from RTE's lot within five (5) calendar days of the date thereof. After which time, RTE will not be responsible for any loss or damage thereto, for any reason including, but not limited to, such loss or damage caused by fire, flood, storm, act of God, rodent damage, vandalism, accident, explosion, war, strike, civil or military authority, or any other similar causes.
- Upon the earlier of (i) five (5) days following a Release Notice or (ii) Customer's receipt of the Vehicle(s), RTE will be entitled to issue an invoice to Customer.
- Delivery to and acceptance by Customer shall be F.O.B. RTE's final assembly location. Customer is responsible for any freight, shipping, insurance and handling charges for such Vehicle(s) unless otherwise specified in the RTE quotation. RTE shall have no liability whatsoever for damage, loss or deterioration of the Products after delivery of the units to a common carrier, regardless of whether RTE charges Customer for freight. Customer acknowledges that all claims for losses caused by the carrier, including those for inconvenience, delay or expense, shall only be made against the carrier. In no event shall Customer deduct any amount for damage in transit from the amount due hereunder.
- Any modifications to the order requested by the Customer must be provided in writing and received by RTE within 30 days of the Order Submission Date. Approved changes must be signed by the Customer using RTE Change Order form with the additional cost. In addition, approved changes may be billed on a separate invoice after the original order has been completed and invoiced in accordance with the process described above.
- Approved Changes to an Order will be subject to any charges related to the price of goods or additional labor required to implement the change. Additionally any delivery timing implications that occur for such change will be estimated by RTE at the time of the change. Customer may be subject to any costs or fees related to any product or material rendered unnecessary after the change.
- Cancelled orders regardless of reason are subject to a charge for time and material incurred by RTE plus any costs or fees related to returning or disposing of product acquired for the order.
- In addition, Customer agrees to reimburse RTE's current lot lease expenses for every month past fourteen (14) calendar days of the date of the Release Notice that the Vehicle(s) remain on RTE's lot. Customer also agrees to pay RTE for all costs incurred after fourteen (14) calendar days of the date of the Release Notice, to maintain the Vehicles in satisfactory (road-worthy) working condition.
- See quote for payment terms. COD customers require a 25% deposit at time of order and balance due upon completion. Payment arrangements regarding the balance shall be: ACH, wire transfer, certified check, or money order. Balance must be paid in full prior to release of product to Customer. A 5% surcharge shall apply to any credit card payment.
- All balances over 30 days old are subject to a 1½% monthly service charge (18% per annum)
Remit Deposits to: Reading Truck Equipment, LLC
(Please label envelope - Deposit) PO Box 21051
New York, NY 10087-1051

By signing and accepting this quotation, Customer agrees to accept Reading Truck Equipment terms and conditions as stated above and as stated on the website <https://www.readingequipment.com/terms-and-conditions/>

Customer Signature	Print Name	Title	PO#	Date
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Customer must fill out the information below before the order can be processed:

VIN and/or FO #:		Chassis ETA:	
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REMIT ALL PURCHASE ORDERS AND/OR SIGNED QUOTE TO: orders@readingequipment.com



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ITEM	QUANT/UOM	DESCRIPTION	PRICE EACH	AMOUNT	Add to Order
6	1 EA	FILL-RITE 807C, 3-WHEEL MECHANICAL METER, 5 - 20 GPM, 50 PSI- 3/4" INLET/3/4" OUTLET. INSTALLED ON PUMP.	\$371.00	\$371.00	<input type="checkbox"/>

Notes:



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Louisville KY - Fern Valley	860504/ F86504	88LZ97	59984	213444	56319	213444	N/A	T3688	X2466	X10222	B04350	UD4Z	N/A
Louisville KY - West Broadway	860379/ F86379	88LST4	N/A	136058 NON PDI/ 319664 PDI	N/A	136058	N/A	T2061	X2468	N/A	N/A	N/A	N/A
Nashville TN	860385/ F86385	88LW27	59910	158619	56153	158619	16324	T6080	N/A	X10223	B04357	UE0Z	N/A
Oklahoma City OK	860801/ F86801	88RMP5	59364	311242	56364	311242	16335	T1693	X3295	S10224	B04355	UD5Z	N/A
Phoenix AZ	860079/ F86079	88SU02	59104	235571	56125	235571	16470	T6875	N/A	N/A	N/A	UD6Z	N/A
Pontiac MI	860309/ F86309	F86309	59994	226217	56336	226217	N/A	T8568	X2467	1884S	B04351	N/A	N/A
Reading PA	860448/ F86448	88DX99	59686	132053	56141	132053	N/A	T5306	N/A	R0009	B03108	N/A	N/A
Salt Lake City UT	860294/ F86294	F86294	59951	172587	56247	172587	16551	T8253	N/A	N/A	N/A	UD8Z	N/A
Tarpon Springs FL	860241/ F86241	88JV81	59135	287952	56459	287952	N/A	T6983	X3488	0199C	N/A	UD2Z	N/A
Tucson AZ	N/A	88SMR7	N/A	183478	N/A	183478	N/A	N/A	N/A	N/A	N/A	UD7Z	N/A
Wentzville MO	N/A	88Q449	59110	257624	56428	257624	N/A	T2649	N/A	N/A	B04353	N/A	N/A
West Palm Beach FL	860431/ F86431	F86431	N/A	299099	N/A	299099	16340	T5962	N/A	N/A	N/A	UD3Z	N/A



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	FORD POOL CODE	FORD DROP SHIP CODE	CHEVY POOL CODE	CHEVY DROP SHIP CODE (BAC)	GMC POOL CODE	GMC DROP SHIP CODE (BAC)	RAM POOL CODE	RAM DROP SHIP CODE	NISSAN DROP SHIP CODE	ISUZU DROP SHIP CODE	NAVISTAR/ INTERNATIONAL DROP SHIP CODE	MERCEDES- BENZ DROP SHIP CODE	TOYOTA DROP SHIP CODE
Anchla-Houston TX	N/A	88RVC3	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Arlington TX	860380/ F86380	F86380	N/A	239890 NON PDI/ 319863 PDI	N/A	239890	N/A	T8689	X3297	N/A	N/A	N/A	42500
Aurora CO	N/A	88TR10	59154	303412	56102	303412	16613	T1715	N/A	N/A	N/A	N/A	N/A
Bowmansville PA	860440/ F86440	88DW02 MUST USE FOR TRANSIT CONNECT	59626	132042	56243	132042	16541	T7582	X3698	2165S	B02363	UD0Z	N/A
Caldwell ID	N/A	88UTZ5	59741 #	314195	56741	314195	16550	T2633	N/A	N/A	N/A	UD9Z	N/A
Chesapeake VA	860267/ F86267	F86267	59981	211728	56317	211728	16540	T8840	N/A	X10218	B02366	N/A	N/A
Claremore OK	860800/ F86800	88RBG2	59363 *	311241	56363	311241	16334	T9489	X3296	X10094	B04354	N/A	N/A
Clinton MD	860915/ F86915	F86915	59584	132036	56232	132036	N/A	T8696	N/A	2273S	B04349	UD1Z	N/A
Columbus OH	860914/ F86914	F86914	59424	132019	56949	132005	16544	T9163	N/A	R0005	B04352	UE2Z	N/A
Council Bluffs IA	860242/ F86242	88NEB8	N/A	134459	N/A	134459	16326	T8460	X2465	X10219	B02361	N/A	N/A
Englewood CO	N/A	N/A	N/A	N/A	N/A	N/A	16612	T3641	N/A	N/A	N/A	UE1Z	N/A
Houston TX -Jensen	860146/ F86146	88RS88	59911	158772 NON PDI/ 319661 PDI	56066	158772	16496	T7063	X3298	0572S	N/A	N/A	N/A
Houston TX - Ave V	N/A	N/A	N/A	319662 PDI	N/A	319662	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Indianapolis IN	860442/ F86442	88MX96	59362 *	311240	56362	311240	16325	T6201	N/A	X10220	B01077	N/A	N/A
Kansas City MO	860441/ F86441	88QPM8	N/A	293844	N/A	293844	N/A	N/A	X3284	X10221	B04356	N/A	N/A



To: Michael Lowe, Director of Procurement
From: Connie Luffman, Superintendent - Wastewater Treatment Plant
Date: November 17, 2025
Re: WWTP BioSolids Dump Truck

Salisbury WWTP recently requested a quote for an International HV515 Tri Axle with a 20' Aluminum Dump Body from International of Delmarva. A price of \$245,224 was provided per Navistar / International's Sourcewell Contract Award. The Wastewater Treatment Plant requests that this purchase be awarded to International of Delmarva. Funding is available from:

<u>Account Number</u>	<u>Amount</u>
86083-577025	\$245,224

Please let me know if you need any additional information or have any questions. Thank you.


11/17/25

Department of Water Works
2322 Scenic Dr. Salisbury, MD 21801
ph: 410-548-3185 Fax: 410-334-3035
www.salisbury.md

Prepared For:
CITY OF SALISBURY
Connie Luffman
North Division St and Route
SALISBURY, MD 21801-
(410)548 - 3177
Reference ID: N/A

Presented By:
INTL OF DELMARVA
Beth Brittingham
PO BOX 2135
SALISBURY MD 218022135
410-546-1122

Thank you for the opportunity to assist you with your new truck requirements. I look forward to working together to provide you the right truck to to exceed all expectations. Attached, you will find the specifications for your review. Please look these over closely and feel free to contact me with any questions or changes. I appreciate the opportunity to earn your business.

Sincerely,
Beth Brittingham
Sales Manager
INTERNATIONAL OF DELMARVA
EASTON TRUCK CENTER
(410) 310-9169

Model Profile
2027 HV515 SFA (HV515)

AXLE CONFIG:	6X4
APPLICATION:	Construction Dump
MISSION:	Requested GVWR: 72000. Calc. GVWR: 80000. Calc. GCWR: 130000 Calc. Start / Grade Ability: 21.02% / 2.23% @ 55 MPH Calc. Geared Speed: 92.4 MPH
DIMENSION:	Wheelbase: 270.00, CA: 184.60, Axle to Frame: 75.00
ENGINE, DIESEL:	{International S13} EPA 2024, 450HP @ 1800 RPM, 1750 lb-ft Torque @ 900 RPM, 2000 RPM Governed Speed, 450 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 4500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, On/Off Highway
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity
AXLE, REAR, TANDEM:	{Meritor RT-46-160P} Single Reduction, 46,000-lb Capacity, with Lube Oil Pump, 200 Wheel Ends Gear Ratio: 3.91
CAB:	Conventional, Day Cab
TIRE, FRONT:	(2) 425/65R22.5 Load Range L XZY-3 (MICHELIN), 465 rev/mile, 65 MPH, All-Position
TIRE, REAR:	(8) 11R22.5 Load Range H ENDURANCE RSA (GOODYEAR), 496 rev/mile, 75 MPH, All-Position
SUSPENSION, REAR, TANDEM:	{Hendrickson RT-463} Walking Beam, 46,000-lb Capacity, 54" Axle Spacing, Multileaf Springs, with Bronze Center Bushings
FRAME REINFORCEMENT:	Full Outer C-Channel, Heat Treated Alloy Steel (120,000 PSI Yield), 10.875" x 3.892" x 0.312" (274.6mm x 98.8mm x 7.9mm), 480.0" (12192mm) OAL
PAINT:	Cab schematic 100WW Location 1: 9219, Winter White (Std) Chassis schematic N/A

Description

Base Chassis, Model HV515 SFA with 270.00 Wheelbase, 184.60 CA, and 75.00 Axle to Frame.

TOW HOOK, REAR (2)

AXLE CONFIGURATION 6x4

Notes

: Pricing may change if axle configuration is changed.

FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.125" x 3.580" x 0.312" (257.2mm x 90.9mm x 8.0mm); 480.0" (12192) Maximum OAL

FRAME REINFORCEMENT Full Outer C-Channel, Heat Treated Alloy Steel (120,000 PSI Yield), 10.875" x 3.892" x 0.312" (274.6mm x 98.8mm x 7.9mm), 480.0" (12192mm) OAL

LICENSE PLATE HOLDER Single Plate, Swing Type, Mounted Below Front Bumper

BUMPER, FRONT Flat, Steel, Painted Black, Heavy Duty

WHEELBASE RANGE 266" (675cm) Through and Including 311" (790cm)

AXLE, FRONT NON-DRIVING {Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity

SHOCK ABSORBERS, FRONT

SUSPENSION, FRONT, SPRING Multileaf, Shackle Type, 20,000-lb Capacity, Less Shock Absorbers

BRAKE SYSTEM, AIR Dual System for Straight Truck Applications

Includes

: BRAKE LINES Color and Size Coded Nylon

: DRAIN VALVE Twist-Type

: GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster

: PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel

: PARKING BRAKE VALVE For Truck

: QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4

: SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6

AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System

AIR DRYER {Bendix AD-HF} with Heater, Includes Pressure Protection Circuits, Safety Valve, Integral Purge Tank, Governor Pressure Settings 120 psi Cut-In/140 psi Cut-Out, Integrated PuraGuard Coalescing Filtration

BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqIn Spring Brake

BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqIn

BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake

BRAKES, PUSHER AXLE Air S-Cam Type, 16.5" x 7.0", Includes MGM 30 Sq.In. Brake Chambers, Furnished with One Pusher Lift Axle

SLACK ADJUSTER, PUSHER AXLE {Haldex} Automatic; for Single Pusher Axle

SLACK ADJUSTERS, FRONT {Haldex} Automatic

SLACK ADJUSTERS, REAR {Haldex} Automatic

AIR COMPRESSOR {Bendix ESS 380} 16.8 CFM, Head Unload

AIR DRYER LOCATION Mounted Outside Right Rail, Behind Front Wheel

AIR TANK LOCATION (3) : Two Tanks Vertically Stacked, Outside Right Rail, Under Cab in Front of Aftertreatment Box, Perpendicular to Rail, One Mounted Inside Right Rail, Back of Cab

DUST SHIELDS, FRONT BRAKE for Air Cam Brakes

DUST SHIELDS, REAR BRAKE for Air Cam Brakes

Description

DRAIN VALVE (3) with Pull Chains for Air Tanks

BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle

BRAKES, FRONT {Meritor 16.5X6 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 6", 23,000-lb Capacity

PARK BRAKE CHAMBERS, ADDITIONAL (2) Spring Brake Type

STEERING COLUMN Tilting

STEERING WHEEL 4-Spoke; 18" Dia., Black

STEERING GEAR (2) {TRW THP60/RCH60} Dual Power

DRIVELINE SYSTEM {Dana Spicer} 1810HD Main Driveline with 1710 Interaxle Shaft, for 6x4

AFTERTREATMENT COVER Aluminum

EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Cab Mounted Right Side

ENGINE COMPRESSION BRAKE {International} for S13 Engines, with Selector Switch and On/Off Switch

TAIL PIPE (1) Turnback Type

EXHAUST HEIGHT 10' 11"

MUFFLER/TAIL PIPE GUARD (1) Aluminum

ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

- : DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab
- : HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel
- : HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever
- : PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light
- : STARTER SWITCH Electric, Key Operated
- : STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector
- : TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature
- : WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever
- : WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted
- : WIRING, CHASSIS Color Coded and Continuously Numbered

CIGAR LIGHTER Includes Ash Cup

HORN, ELECTRIC (2) Trumpet Style

POWER SOURCE Cigar Type Receptacle without Plug and Cord

BATTERY TERMINALS Sealed

JUMP START STUD (2) 12V, Remote Mounted

ALTERNATOR {Leece-Neville AVI160P2012} Brush Type, 12 Volt, 190 Amp Capacity, Pad Mount, with Remote Sense

BODY BUILDER WIRING INSIDE CAB; Includes Sealed Connectors for Tail/Amber, Turn/Marker/Backup/Accessory, Power/Ground, and Stop/Turn

BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud

2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab

SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars

Description

ANTENNA Shark Fin, Roof Mounted

RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input

BACK-UP ALARM Electric, 102 dBA

STOP-LIGHT WIRING MODIFIED Stop-Lights Turned on When Engine Compression Brake, Exhaust Brake or Retarder is Activated

BATTERY BOX Steel, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Right Side Back of Cab

WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time

CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade

TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights

HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On

HEADLIGHT WARNING BUZZER Sounds When Head Light Switch is on and Ignition Switch is in "Off" Position

ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened

INDICATOR, BATTERY WARNING Green BATTERY ON Indicator, Mounted on Left Side of Instrument Panel, To be Used with Factory Installed or Customer Mounted Battery Disconnect Switch

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender

HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord

STARTING MOTOR {Mitsubishi Electric Automotive America DP60} 12-Volt

HEADLIGHTS Halogen, with Daytime Running Lights

BATTERY DISCONNECT SWITCH for Cab Power Disconnect, Disconnects Power Distribution Module (PDM) and Body Builder Through Solenoid, Does Not Disconnect Charging Circuits, In-Cab Mounted Switch

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

INSULATION, SPLASH PANELS for Sound Abatement

GRILLE Stationary, Chrome Vertical Accent Bars, Chrome Surround

FRONT END Tilting, Fiberglass, with Three Piece Construction, Sloped Front

PAINT SCHEMATIC, PT-1 Single Color, Design 100

Includes

: PAINT SCHEMATIC ID LETTERS "WM"

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone

CONNECTED PLATFORM Includes Connectivity Module and Five Year Data Plan

LABEL, DEF "DEF ONLY"

CUSTOMER IDENTITY for Sourcewell

SPECIAL RATING, GVWR Limited to 80,000-lb GVWR

PROMOTIONAL PACKAGE Government Silver Package

Description

VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle.

SAFETY TRIANGLES

CLUTCH Omit Item (Clutch & Control)

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

BLOCK HEATER, ENGINE {Phillips} 120V/1500W

Includes

: BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door

ENGINE, DIESEL {International S13} EPA 2024, 450HP @ 1800 RPM, 1750 lb-ft Torque @ 900 RPM, 2000 RPM Governed Speed, 450 Peak HP (Max)

POWERTRAIN INTERFACE MODULE

FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed

Includes

: FAN Nylon

AIR CLEANER Dual Element, with Integral Snow Valve and In-Cab Control, Engine Mounted

ENGINE CONTROL, REMOTE MOUNTED for PTO, for N13/A26/S13 Engines

EMISSION, CALENDAR YEAR {International S13} EPA, OBD and GHG Certified for Calendar Year 2026

FAN DRIVE SPECIAL EFFECTS Fan Cooling Ring with Fan Shroud Effects, Engine Mounted

EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood

CARB IDLE COMPLIANCE Low NOx Idle Engine, Complies with California Clean Air Regulations; Includes "Certified Clean Idle" Decal located on Driver Door

RADIATOR Aluminum, Cross Flow, 1144 SqIn, with 1007 SqIn Charge Air Cooler

CARB EMISSION WARR COMPLIANCE for International S13 Engines

TRANSMISSION, AUTOMATIC {Allison 4500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, On/Off Highway

OIL COOLER, TRANSMISSION {Modine} Water to Oil Type

AUTOMATIC NEUTRAL Allison Transmission Shifts to Neutral When Parking Brake is Engaged and Remains in Neutral When Parking Brake is Disengaged, without On/Off Switch

TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission

TRANSMISSION OIL Synthetic; 63 thru 76 Pints

ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Package Number 223, Modified for Single Input Auto Neutral

NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released

TRANSMISSION TCM LOCATION Located Inside Cab

SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, Performance Programming

PTO CONTROL, DASH MOUNTED For Customer Provided PTO; Includes Switch, Electric/Air Solenoid, Piping and Wiring

PTO LOCATION Customer Intends to Install PTO at Left Side of Transmission

Description

AXLE, REAR, TANDEM {Meritor RT-46-160P} Single Reduction, 46,000-lb Capacity, with Lube Oil Pump, 200 Wheel Ends . Gear Ratio: 3.91

AXLE, LIFT, CONTROLS for One Lift Axle; Controls Inside and Outside Cab; Includes Lift/Lower Switch Inside Cab on Dash; Pressure Gauge and Pressure Regulator Outside Cab

AXLE SPACING, FIRST PUSHER 54" Ahead of Drive Axle

SUSPENSION, REAR, TANDEM {Hendrickson RT-463} Walking Beam, 46,000-lb Capacity, 54" Axle Spacing, Multileaf Springs, with Bronze Center Bushings

LIFT AXLE ENGR REVIEW Special Quotation to Allow Engineering Review of Lift Axle Configurations

AXLE, PUSHER, LIFT TYPE {Watson & Chalin AL-2200} 20,000-lb Capacity, One Non-Steer Axle

AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 65 thru 89.99 Pints

FUEL TANK STRAPS Bright Finish Stainless Steel

FUEL HEATER PLUMBING Plumbing for Blender Valve Integrated in Fuel Water Separator, Thermostatically Controlled, for S13 Engine

LOCATION FUEL/WATER SEPARATOR Mounted Under Hood, Left Side, Above Front Axle

FUEL/WATER SEPARATOR {Racor 6600} 12 VDC Electric Heater, Includes Pre-Heater, with Sight Bowl, Includes Water-In-Fuel Sensor

FUEL TANK Top Draw, Non-Polished Aluminum, 26" Dia, 80 US Gal (303L), Mounted Left Side, Under Cab

DEF TANK 10.8 US Gal (41L) Capacity, Frame Mounted Outside Left Rail, Under Cab

CAB Conventional, Day Cab

HEATER SHUT-OFF VALVES (1) Ball Valve Type, Supply Line

AIR CONDITIONER with Integral Heater and Defroster

GAUGE CLUSTER Base Level; English with English Electronic Speedometer

Includes

: GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for

: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure

: WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)

GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission

GAUGE, AIR APPLICATION

GAUGE, AIR CLEANER RESTRICTION {Filter-Minder} Mounted in Instrument Panel

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

SEAT, DRIVER {National 2000 195} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 8" Adjuster, 1 Chamber Lumbar, 2 Position Front Cushion Adjust, 6-23 Degree Angle Back Adjust

SEAT, PASSENGER {National} Non Suspension, High Back with Integral Headrest, Vinyl, with Fixed Back, with Under Seat Storage

GRAB HANDLE, EXTERIOR Chrome, Towel Bar Type, with Anti-Slip Rubber Inserts, for Cab Entry Mounted Left Side at B-Pillar

MIRRORS (2) C-Loop, Power Adjust, Heated, LED Clearance Lights, Bright Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width

Notes

: Mirror Dimensions are Rounded to the Nearest 0.5"

MIRROR, CONVEX, LOOK DOWN Right Side, Bright, 6" x 10.5"

Description

CAB INTERIOR TRIM Diamond, for Day Cab

Includes

: CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger

: DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Reading Lights; Integral to Overhead Console, Center Mounted

: SUN VISOR (3) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Vanity Mirror and Toll Ticket Strap, plus 1 Auxiliary Visor (Front Only), Driver Side

CAB REAR SUSPENSION Air Suspension, for High Cab Height

MONITOR, TIRE PRESSURE Omit

WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature

INSTRUMENT PANEL Flat Panel

MODESTY PANEL Painted

ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab

WHEELS, FRONT {Maxion 10035} DISC; 22.5x12.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs, Offset 5.30"

WHEELS, REAR {Accuride 28828} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and with Steel Hubs

WHEEL BEARING, FRONT, LUBE {EmGard FE-75W-90} Synthetic Oil

WHEELS, LIFT AXLE PUSHER {Accuride 51408} Dual Wheels, For One Lift Axle; 22.5x8.25 Rims, Powder Coat Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut << Pricing Includes Standard Tires >>

BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 12 Inputs (6 Analog & 6 Tri-State) and 17 Outputs (6 High Current, Max 20 amp per Channel, 6 Low Current, 2 PWM, (2) 5A, (1) 5VR), Max 100 amp Total, Includes One Switch Pack with Latched Switches

(4) TIRE, PUSHER 11R22.5 Load Range H ENDURANCE RSA (GOODYEAR), 496 rev/mile, 75 MPH, All-Position

(8) TIRE, REAR 11R22.5 Load Range H ENDURANCE RSA (GOODYEAR), 496 rev/mile, 75 MPH, All-Position

(2) TIRE, FRONT 425/65R22.5 Load Range L XZY-3 (MICHELIN), 465 rev/mile, 65 MPH, All-Position

Services Section:

WARRANTY Standard for HV513/HV515, HV613/HV615 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2030A

SRV CONTRACT, EXT ENGINE/AFTR To 60-Month/200,000 Miles (320,000 km), Includes Engine, Engine Electronics, Turbocharger, Water Pump and Fuel Injectors, Aftertreatment and DEF Coverage for International S13 Engines << For Use with CARB Emission Warranty >>

SERVICES, TOWING Service Call to 12-Month/Unlimited Mileage to the Nearest Navistar Dealer for Navistar Warrantable Failure as Contract Defined; Includes Engine Failure if Supplier Declines Tow Coverage & ESC Supplied thru Navistar; \$550 (USA) Maximum Benefit per Incident

SRV CONTRACT, EXT ALLISON XMSN To 60-Month/Unlimited Miles/km, for Allison 4500 RDS with Dump Truck or Mixer Vocations (ST01, ST06, ST07)

Aluminum AG 20' x 64" Side Godwin Ag Body, per attached spec

Safety Equipment

Truck Pricing via Sourcewell Contract #032824-NVS Sourcewell allows for increase of any potential Manufacturers Surcharge/Tariff Fee imposed prior to invoice.

Description

<u>Description</u>	(US DOLLAR)	<u>Price</u>
Net Sales Price:		\$245,224.00

Please review these specifications closely and contact me with any questions or changes you would like to make. We are confident you will appreciate the quality and durability of the International product.

Sincerely,
Beth Brittingham
Sales Manager
INTERNATIONAL OF DELMARVA
EASTON TRUCK CENTER

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

Authorized Signature and Date

This proposal is not binding upon the seller without
Seller's Authorized Signature

Official Title and Date

If you haven't added a planned maintenance service contract to your proposal yet, please get in touch with your local dealer, International or IC Bus Sales Representative to learn more about the benefits when ordering together with the vehicle.

International® Financial offers loans, a full line up of lease options, and can establish a line of credit for use towards the purchase of International and IC Bus vehicles. Ask your dealer, International® or IC Bus® Sales Representative about completing an International Financial credit application and any promotional offers that may be available. International Financial services are provided by Navistar Financial Corporation.

The TOPS FET Calculation is an estimate for reference purposes only. The seller is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described here in are International Motors, LLC* standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.

International Motors, LLC d/b/a International Motors USA LLC in Illinois and Ohio.



QUOTE # 2692

NOVEMBER 7, 2025

BAYLOR INC INTERNATIONAL - ISUZU
ATTN: BETH
410-310-9169
BBRITTINGHAM@TRANSTECK.COM

END USER: CITY OF SALISBURY, MD

QUOTE

FURNISH AND INSTALL@ GODWIN-DUNN NC

FURNISH AND INSTALL ON CUSTOMER SUPPLIED CHASSIS WITH 184" CT WITH AUTOMATIC
ALLISON TRANSMISSION CAPABLE OF LIVE PTO AND BUCKET SEATS

DROP SHIPPED TO DUNN, NC - INCLUDES FREIGHT BACK TO CUSTOMER

GODWIN ALUMINUM AG 20' X 64" BODY

REAR GATE 70" H
CHANNEL TAILGATE SEAL KIT
WING LATCHES ADDED
HOIST 74183 HYVA WITH P22 PUMP / V20 VALVE / RESERVOIR KIT
TARPING SYSTEM
STEPS AT REAR C/S AND R/S
MUDFLAPS WITH LIGHT MODE ADDED
TARP BAR
PAINT UNDERCOAT BODY
MUNCIE HOT SHIFT PTO FOR ALLISON AUTOMATIC
97DB BACK UP ALARM
STT AND BACK UP LED
STROBES IN FRONT AND SIDES OF CAB SHIELD AND REAR CORNER POSTS

SEALED GATES ARE NOT GUARANTEED WATERTIGHT

**R/S GODWIN FACTORY HAS A 12-MONTH LEAD-TIME FROM TIME OF CHASSIS ARRIVAL,
DEALER MUST PLAN FOR ENOUGH FLOOR PLAN**

NO FEDERAL STATE OR LOCAL TAXES ARE INCLUDED

**311 Crown Point Road * Thorofare, NJ 08086-9999
Phone: 856-845-2800 * 800-222-0271 * Fax: 856-845-2461**

*** DUE TO VOLATILE CHANGES WITH STEEL PRICING, THIS QUOTE WILL NEED TO BE
REVIEWED PRIOR TO ORDER AND IS ONLY VALID FOR 30 DAYS FROM THE DATE OF THIS
QUOTE***

THANK YOU FOR THE OPPORTUNITY TO SUBMIT OUR QUOTE. PLEASE SIGN AND RETURN UPON
APPROVAL.

STEVE MAGSAM
856-845-2800 X35
SALES REPRESENTATIVE

CUSTOMER SIGNATURE: _____ DATE: _____ CUSTOMER
PRINTED: _____

311 Crown Point Road * Thorofare, NJ 08086-9999
Phone: 856-845-2800 * 800-222-0271 * Fax: 856-845-2461



City of Salisbury

Memo

To: Randy Taylor
From: Emily Goebel
Date: November 18, 2025
Subject: Public Art Committee Reappointment

The following person has applied for reappointment to the Public Art Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Max Verbits	December 2028

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3437](#)

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RESOLUTION NO. 3437

BE IT RESOLVED, by the City of Salisbury, Maryland that the following individual is reappointed to the Public Art Committee for the term ending as indicated.

<u>Name</u>	<u>Term Ending</u>
Max Verbits	December 2028

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on December 8, 2025.

ATTEST:

_____ Julie A. English CITY CLERK	_____ Angela M. Blake INTERIM PRESIDENT, City Council
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APPROVED BY ME THIS
_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Randy Taylor
From: Emily Goebel
Date: November 26, 2025
Subject: Public Art Committee Reappointment

The following person has applied for reappointment to the Public Art Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Susan Holt	December 2028

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3438](#)

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<u>Name</u>	<u>Term Ending</u>
Susan Holt	December 2028

ATTEST:

APPROVED BY ME THIS

_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Randy Taylor
From: Emily Goebel
Date: November 26, 2025
Subject: Public Art Committee Appointment

The following person has applied for reappointment to the Public Art Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Helene English	December 2028

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3439](#)

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<u>Name</u>	<u>Term Ending</u>
Helene English	December 2028

ATTEST:

APPROVED BY ME THIS

_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Randy Taylor
From: Emily Goebel
Date: November 26, 2025
Subject: TRUTH Committee Appointment

The following person has applied for appointment to the Truth, Racial, Unity, Transformation, and Healing (TRUTH) Committee for the term ending as indicated:

Name	Term Ending
Sophia Peters	November 2028

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):

[Res3440](#)

RESOLUTION NO. 3440

BE IT RESOLVED, by the City of Salisbury, Maryland that the following individual is appointed to the TRUTH Committee for the term ending as indicated.

Name
Sophia Peters

Term Ending
December 2028

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on December 8, 2025.

ATTEST:

Julie A. English
CITY CLERK

Angela M. Blake
INTERIM PRESIDENT, City Council

APPROVED BY ME THIS

_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: City Council
From: Cori Cameron
Date: October 7, 2025
Subject: Budget Amendment for Elevated Water Tank Maintenance - Second Reading

Attached is an Ordinance for additional funding for the elevated water tank maintenance project in the amount of \$75,000.

Additional funding is necessary for the sandblasting and repainting of the water tank to preserve structural integrity, prevent corrosion, and maintain both safety and aesthetic standards.

Thank you for your time and consideration of this request. Unless there are further questions from the Mayor or administration, please forward this memo and the attached ordinance to City Council for their review and consideration.

Attachment(s):
[Ord2965](#)

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ORDINANCE NO. 2965

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A
BUDGET AMENDMENT TO THE CITY'S WATER SEWER CAPITAL
PROJECT FUND TO PROVIDE ADDITIONAL FUNDS FOR THE
ELEVATED WATER TANK MAINTENANCE.**

WHEREAS, the City of Salisbury is committed to maintaining safe, reliable, and sustainable water and sewer infrastructure for the health and welfare of its residents; and

WHEREAS, the elevated water tank maintenance project includes essential improvements such as sandblasting and repainting the water tank, which are necessary to preserve structural integrity, prevent corrosion, and maintain both safety and aesthetic standards; and

WHEREAS, the City's Water Works Department has determined that additional funds in the amount of \$75,000 are needed for the completion of the elevated water tank maintenance project; and

WHEREAS, sufficient interest accrued on the lawsuit proceeds from the wastewater treatment plant are available for allocation to fund this necessary elevated water tank maintenance project; and

WHEREAS, the appropriations necessary to make the amendment herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury;

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. Mayor Randolph J. Taylor is hereby authorized to appropriate funds for the elevated water tank maintenance project listed in Section 2 below.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. The City of Salisbury's Water Sewer Capital Project Fund Budget be and hereby is amended as follows:

Account	Account Description	Increase/Decrease	Amount
97010-456110-50016	Lawsuit Interest Elevated Water Tank	Increase	\$75,000
97010-513026-50016	Lawsuit Construction Elevated Water Tank	Increase	\$75,000

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BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

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Section 3. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

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Section 4. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 5. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 5.

Section 6. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 24 day of November, 2025 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 8 day of December, 2025.

ATTEST:

Julie A. English, City Clerk

Angela M. Blake, Interim City Council President

Approved by me, this _____ day of _____ 2025.

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: City Council
From: Meg Caton, Human Resources and City Administration
Date: November 14, 2025
Subject: Labor Code Amendment- 1st Reading

This ordinance presents proposed amendments to Chapter 2.25 of the Salisbury City Code (“Labor Code”) for the Council’s review. The updates aim to modernize the City’s labor provisions, clarify the collective bargaining process, and better align the ordinance with current operational needs. The proposal focuses on adjusting the bargaining timeline.

Attachment(s):
[Ord2966](#)

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ORDINANCE NO. 2966

**AN ORDINANCE OF THE CITY OF SALISBURY AMENDING
CHAPTER 2.25 OF THE SALISBURY CITY CODE ENTITLED
“LABOR CODE” TO BETTER DEFINE “EMPLOYEE” AND TO
CHANGE THE TIMELINE FOR BARGAINING.**

WHEREAS, by Ordinance No. 2817, the City of Salisbury amended the City Code to add Chapter 2.25, entitled “Labor Code,” in furtherance of Article XXIII of the City Charter, which grants certain employees the right to organize and bargain collectively through representative employee organizations; and

WHEREAS, since the passage of the City’s Labor Code in 2023, the City has recognized an exclusive representative for each of the representation units (fire, police, and general government); and

WHEREAS, the City negotiated with each of the exclusive representatives and entered into and ratified Collective Bargaining Agreements with each covering the time period from July 1, 2024 through June 30, 2026; and

WHEREAS, the City has learned from the negotiation process that the definition of “employee” and the timeline for bargaining should be amended; and

WHEREAS, Mayor and Council may amend Chapter 2.25 of the Salisbury City Code pursuant to the authority granted in § SC 2-15 of the Salisbury City Charter; and

WHEREAS, the Mayor and Council have determined that the amendments to Chapter 2.25 of the Salisbury City Code shall be adopted as set forth herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. Chapter 2.25 of the Salisbury City Code, entitled “Labor Code,” is amended by adding the bolded and underlined language and removing the strikethrough text as follows:

2.25.010 Title and Legislative Findings.

(a) *Title of Chapter.* This Chapter shall be referred to as the City’s “Labor Code.”

(b) *Legislative findings.* It is the public policy of the City and the purpose of this Labor Code to promote a fair, harmonious, peaceful and cooperative relationship between the management of the City and those employees of the City who are covered by this Labor Code, and to ensure the public health, welfare and safety of the City will be maintained at all times.

2.25.020 Definitions.

For the purposes of this Labor Code, the following words and phrases shall have the meanings respectively ascribed to them:

- 50 (a) *Budget submission date*. "Budget submission date" means the date not later than 60 days before
51 the end of the fiscal year on which the Mayor submits to the City Council the proposed City
52 budget for the following fiscal year.
- 53
- 54 (b) *City administration*. "City administration" means the Mayor, the City Administrator, Deputy City
55 Administrator and all department and deputy department heads or their designees.
- 56
- 57 (c) *Confidential employee*. "Confidential employee" means an employee who:
- 58
- 59 1. Has access to confidential information, including budgetary and fiscal data, subject to use by
60 the City administration in collective bargaining; or
- 61
- 62 2. Works in a close and continuing confidential relationship assisting or aiding the City
63 administration.
- 64
- 65 (d) *Employee*.
- 66
- 67 1. "Employee" means a person employed by the City full-time or **regular** part-time, who is not
68 a confidential employee or management employee as defined by this Labor Code.
- 69
- 70 2. "Employee" does not include any seasonal employees.
- 71
- 72 (e) *Employee organization*.
- 73
- 74 1. "Employee organization" means an association, labor organization, federation, council, or
75 brotherhood, a purpose of which is to represent employees of a public employer in matters
76 authorized by Article XXIII of the City's Charter and this Labor Code.
- 77
- 78 2. "Employee organization" does not include an association, labor organization, federation,
79 council, or brotherhood, that discriminates with regard to the terms or conditions of
80 membership because of race, color, creed, sex, age, national origin, political affiliation,
81 religion, marital status, sexual orientation, gender identity, genetic information, disability, or
82 any other protected class.
- 83
- 84 (f) *Employer*. "Employer" means the City of Salisbury, Maryland body corporate.
- 85
- 86 (g) *Exclusive representative*. "Exclusive representative" means an employee organization that is
87 certified as the exclusive negotiating agent for employees within a representation unit.
- 88
- 89 (h) *Impasse*. "Impasse" means the failure of the employer and the exclusive representative to reach
90 a collective bargaining agreement despite good faith efforts to do so.
- 91
- 92 (i) *Grievance*. "Grievance" is a complaint as defined by the City's Employee Handbook.
- 93
- 94 (j) *Management employee*. "Management employee" means an employee who has a significant role
95 in the preparation and administration of budgets for a City Department and may reasonably be
96 required to assist directly in the preparation for and conduct of collective bargaining negotiations
97 on behalf of the City administration or have a significant role in the administration of collective
98 bargaining agreements. This includes having the authority to exercise independent judgement in

the interest of the employer to hire, transfer, suspend, lay off, recall, promote, discharge, or discipline other employees, or having the responsibility to adjust their grievance, or effectively to recommend such action, if it is not of a routine or clerical nature but requires the use of independent judgement.

For purposes of this Labor Code, an employee holding the rank of Captain or below within the Fire Department and rank of Lieutenant or below within the Police Department is not a "management employee."

(k) *Collective bargaining agreement.* "Collective bargaining agreement" means a written collective bargaining agreement signed by the Mayor and the exclusive representative, covering all items agreed to by both parties and ratified by City Council.

(l) *Representation unit.* "Representation unit" means a grouping of positions in the City recognized as appropriate for representation by an employee organization into a unit described under this Labor Code for the purpose of representation in negotiations.

(m) *Third-party agency.* "Third-party agency" means an independent agency like the American Arbitration Association, Federal Mediation Conciliation Service, or JAMS, all of which offer panels of qualified labor arbitrators.

2.25.030 Director of Human Resources.

(a) *General.* The Director of Human Resources shall carry out certain duties and functions of this Labor Code and, to ensure impartiality, shall refer certain duties and functions to a third-party agency, including supervising the conduct of representation elections and granting or revoking certification of employee organizations as the exclusive representative.

(b) *Authority.* The Director of Human Resources shall be charged with the administration of the Labor Code and is authorized and empowered to make any rules and regulations as may be necessary or proper to put into operation and effect the provisions of this Labor Code.

2.25.040 Management and Confidential Employees.

(a) *Exclusion from collective bargaining.* All management and confidential employees are excluded from participation in a representation unit, and thus prohibited from engagement in collective bargaining.

(b) *Authority to meet with the City administration.* Nothing in this Labor Code may be construed to preclude management and confidential employees from meeting and conferring with the City administration.

2.25.050 Representation Units.

(a) *Exception.* This section does not apply to confidential or management employees.

(b) *In general*. Employees who are not confidential or management employees shall constitute the following separate representation units:

1. Fire;
2. Police; or
3. General Government.

2.25.060 Employee rights.

- (a) Employees shall have the right of self-organization; to form, join, or assist employee organizations; and to bargain collectively through representatives of their own choosing as provided by Article XXIII of the Charter and this Labor Code. Employees shall also have the right to refrain from any or all such activities.
- (b) Employees shall be free from retaliation for the exercise of any rights set forth herein, or for participating in any proceeding established pursuant to this Labor Code.
- (c) Nothing in this Labor Code shall prohibit an employee from presenting, discussing or resolving any concern or dispute directly with the employer and without the intervention of the exclusive representative, provided any adjustment or resolution shall not be inconsistent with the terms of any applicable collective bargaining agreement.

2.25.070 Employer rights.

- (a) The employer shall have the following rights:
 1. To determine the budget of the City, including all financial obligations and expenditures, and to exercise its taxing authority;
 2. To determine the ways and means to allocate funds to its various departments and projects;
 3. To exercise control and discretion over its organization and operations;
 4. To determine how and when to deploy its personnel;
 5. To establish, suspend, relocate or discontinue operations, facilities, stations, or services and to reduce personnel;
 6. To determine the way personnel will be used to ensure public safety;

7. To adopt reasonable rules, regulations and general orders pertaining to the City's purpose, operation, techniques, efficiency and management which are not inconsistent with the terms of the collective bargaining agreement;
 8. To determine staffing, including, but not limited to, the use of full and part-time employees and the number of such employees;
 9. To suspend, demote, discharge or take disciplinary action against employees for just cause, and, in the case of sworn police officers, to do so subject to the provisions of the Maryland Police Accountability Act; and
 10. To discharge employees it reasonably believes to be involved in a strike, and, in the case of sworn police officers, to do so subject to the provisions of the Maryland Police Accountability Act.
- (b) The employer shall not enter into or become bound by any collective bargaining agreement pursuant to this Labor Code that contains terms that infringe upon or limit the rights set forth in this Labor Code or otherwise provided by law.

2.25.080 Collective bargaining.

- (a) *Bargaining in good faith.* Upon certification of an employee organization as the exclusive representative, the employer and the exclusive representative shall have the duty, through their designated representatives, to negotiate collectively and in good faith with respect to the subjects of bargaining enumerated in this Labor Code and to reduce to writing the matters agreed upon as a result of such negotiations.
- (b) *Negotiations deferred.*
1. If an employee organization is certified after March 1 of any fiscal year, negotiations shall be deferred until the appropriate time in the budget preparation process in the following fiscal year.
- (c) *Employer/employee organization representative.*
1. The employer shall appoint the employer's representative or representatives for the purpose of conducting any bargaining with the exclusive representative of a representation unit.
 2. The exclusive representative of a representation unit shall appoint a representative or representatives for the purpose of conducting any bargaining with the employer.
- (d) *Subjects of bargaining.* The employer and exclusive representative may bargain collectively and reach agreement on the following subjects of bargaining:

1. Wages;
2. Hours; and
3. Other terms and conditions of employment, but excluding health insurance benefits.

(e) *Scope of bargaining.* The employer and the exclusive representative shall not be required to bargain any subject that is not specifically enumerated in this section or that infringes upon any of the employer rights enumerated in this Labor Code.

(f) *Duration of collective bargaining agreement.* The employer shall not enter into, or be bound by, any collective bargaining agreement that is in effective for ~~less than two years~~ or longer than three years.

2.25.090 Representation.

(a) *Certification of representative.* No collective bargaining agreement shall be valid or enforceable unless it is between the employer and an employee organization that is certified as the exclusive bargaining representative for employees in the bargaining unit.

(b) *Majority of employees.* Certification of an employee organization shall only occur if the employee organization has been selected or designated by a majority of employees in the bargaining unit.

(c) *Procedure.*

1. *Certification election.* An employee organization seeking exclusive representative status for employees in the representation unit shall file a petition with the Director of Human Resources accompanied by evidence that at least thirty (30) percent of the employees in the representation unit have designated the employee organization as their exclusive representative. Within thirty (30) days of filing a petition for certification, the Director of Human Resources shall retain a third party agency to conduct a secret ballot election. If the results of the secret ballot election establish that a majority of those employees voting in the election designate the petitioning employee organization as their exclusive representative, then the thirty-party agency shall certify the employee organization as the exclusive representative and the Director of Human Resources shall authorize the employer to bargain collectively as provided for in this Chapter.

2. *Voluntary recognition.* In the event a petition filed by an employee organization is accompanied by valid evidence that more than fifty (50) percent of the employees in the representation unit have designated the employee organization as their exclusive representative for purposes of collective bargaining, as determined by the Federal Mediation and Conciliation Service or a like third-party agency pursuant to its rules, the Director of Human Resources shall voluntarily recognize the employee organization without first conducting a certification election. Upon voluntary

recognition pursuant to this section, the Director of Human Resources shall certify the employee organization as the exclusive representative and shall authorize the employer to bargain collectively as provided for in this Chapter.

3. *Decertification election.* Any employee seeking to terminate the certification of an employee organization as the exclusive representative of employees in the representation unit may file a petition with the Director of Human Resources accompanied by evidence that at least thirty (30) percent of the employees in the representation unit have expressed their desire to remove the employee organization as their exclusive representative. Within thirty (30) days of the filing of a petition for decertification, the Director of Human Resources shall retain a third party to conduct a secret ballot election. If the results of the secret ballot election establish that a majority of those employees in the representation unit no longer wish to have the employee organization as their exclusive representative, then the third-party agency shall decertify the employee organization as the exclusive representative of the employees in the petitioned-for unit. The decertification of an employee organization does not void or moot any agreement currently then in effect.

4. No election under this section may be conducted more frequently than once every twenty-four (24) months.

2.25.100 Unfair labor practices.

- (a) *Employer unfair labor practices.* It shall be an unfair labor practice for the employer to engage in the following conduct:

1. Interfere with, restrain or coerce employees in the exercise of their rights guaranteed under this Labor Code;
2. Encourage or discourage membership in any employee organization;
3. Fail or refuse to negotiate in good faith with an exclusive representative;
4. Retaliate against an employee because of that employee's exercise of rights guaranteed under this Labor Code; or
5. Control or dominate an employee organization or contribute financial or other support to it.

- (b) *Employee organization unfair labor practices.* It shall be an unfair labor practice for an employee organization by and through its officers, agents and representatives to engage in the following conduct:

1. Interfere with, restrain or coerce employees in the exercise of their rights guaranteed under this Labor Code;

2. Induce the employer or its representatives to commit any unfair labor practice;
3. Directly or indirectly, cause, instigate, encourage, condone, initiate, sponsor, support, direct or engage in any strike;
4. Fail or refuse to negotiate in good faith with the employer; or
5. Retaliate against an employee because of that employee's exercise of rights guaranteed under this Labor Code.

2.25.110 Checkoff.

- (a) *Dues checkoff.* When an employee organization has been certified as the exclusive representative of the employees in the bargaining unit, it shall be the only employee organization eligible to obtain an agreement from the employer to deduct dues or service fees of the employee organization from the pay of those employees in the unit who provide a written, signed and dated authorization, and to remit said dues to the employee organization without cost. All authorizations shall be in effect for one (1) year and shall be automatically renewable from year to year unless written notice of termination by the employee is received by the Director of Human Resources. An employee may terminate an authorization at any time by giving thirty-days written notice to the Director of Human Resources.
- (b) *Indemnification.* The employer shall not have the authority to enter into a collective bargaining agreement that authorizes the deduction of dues from pay unless the agreement contains a provision whereby the employee organization agrees to indemnify the employer for any and all claims arising out of the deduction of dues and/or fees pursuant to this section.
- (c) *No compulsory union membership.* No agreement between the employer and an employee organization shall compel any employee to become and remain a member of the employee organization and/or pay dues.

2.25.120 Permissible union activities.

Solicitation of members and dues may be conducted during work hours provided it is not disruptive to work. Employer-requested or approved consultations and meetings between the employer and representatives of the exclusive representative shall, whenever practicable, be conducted on official time. Negotiations between the employer and representatives of the exclusive representative for the purpose of negotiating a collective bargaining agreement shall be conducted during work hours.

2.25.130 Work actions prohibited.

377
378 (a) *Definitions.* In this section, the following words have the meanings indicated.
379

- 380 1. "Lockout" means the temporary withholding of work, by means of shutting down an
381 operation or function in order to bring pressure on employees or on their representatives
382 to accept a change in compensation or rights, privileges, obligations, or other terms and
383 conditions of employment.
384
385 2. "Strike" means the refusal or failure by an employee or group of employees to perform
386 their duties of employment as assigned if a purpose of the refusal or failure is to induce,
387 force, or require the City to act or refrain from acting with regard to any matter.
388
389 3. "Work stoppage" means: (i) The willful absence of a group of employees from their
390 positions; (ii) The engaging in a slow-down by employees; or (iii) The refusal of
391 employees to perform job duties.
392

393 (b) *In general.* Strikes, work stoppages, and lockouts are prohibited.
394

395 (c) *Prohibited employee actions.* Employees and employee organizations may not engage in,
396 sponsor, initiate, support, direct, or condone a strike or work stoppage.
397

398 (d) *Penalty for violation – Employee organization.* If an employee organization violates this
399 section, the City Administrator shall submit the matter to arbitration for the arbitrator to
400 determine the penalty, which can include revoking the employee organization's designation
401 as exclusive representative or disqualifying the employee organization from participating
402 in representation elections for a period of up to two years.
403

404 (e) *Penalty for violation - Employee.* An employee who violates this section is subject to
405 immediate disciplinary action, which may include termination of employment.
406

407 (f) *Lockouts prohibited.* The City may not direct a lockout against employees.
408
409

410 **2.25.140 Timeline of collective bargaining and impasse.** 411

412 (a) *Timeline.* Regardless of the date upon which certification is issued to the employee
413 organization, negotiations shall be held between ~~October 1~~ **January 15** and ~~January~~ **March**
414 **15**. Any collective bargaining agreement reached as a result of any such negotiations shall
415 be presented to the City Council for ratification no later than ~~April~~ **May** 15 and, if ratified
416 by Council, shall become effective July 1.
417

418 (b) *Impasse procedure.* If no understanding has been reached between the employer and
419 exclusive representative by ~~January~~ **March** 15, it shall be deemed that an impasse has been
420 reached, at which time the matters in dispute may be submitted to arbitration and the parties
421 shall follow the arbitration procedures set forth in this Chapter.
422

423
424 **2.25.150 Arbitration.**
425

- 426 (a) *Matters subject to arbitration.* The employer, exclusive representative, or employee may
427 submit to arbitration any alleged unfair labor practice, dispute regarding the application or
428 interpretation of a collective bargaining agreement, or an impasse.
429
- 430 (b) *Matters not subject to arbitration.* No grievance as defined by the City Employee
431 Handbook shall be submitted to arbitration. Rather, all grievances shall follow the
432 procedures set forth in the City's Employee Handbook, although an employee within a
433 representation unit may elect to have representation from his/her exclusive representative
434 at all steps in the grievance process.
435
- 436 (c) *Mediation.* Before any dispute subject to arbitration proceeds to arbitration, the parties
437 may mutually agree to first submit the dispute to mediation.
438
- 439 (d) *Arbitrator selection.* The arbitrator shall be chosen by mutual agreement of the parties. If
440 the parties are unable to agree, the parties, shall ask the American Arbitration Association,
441 Federal Mediation Conciliation Service, or JAMS to provide a list of five arbitrators from
442 Maryland, who are familiar with public labor issues. Within seven days after receipt of the
443 list, the parties shall alternately strike names and keep track of the order of the strikes. The
444 party striking first shall be agreed to or determined by a coin toss. The last arbitrator
445 remaining shall be arbitrator for that fiscal year.
446
- 447 (e) *Powers and duties of arbitrator.* The arbitrator may:
448
- 449 1. Convene and adjourn a hearing;
 - 450
 - 451 2. Administer oaths;
 - 452
 - 453 3. Call and examine witnesses;
 - 454
 - 455 4. Issue subpoenas to compel the presence of witnesses and the production of documents;
 - 456
 - 457 5. Hear the evidence; and
 - 458
 - 459 6. Issue a final and binding decision.
460
- 461 (f) *Hearings.* Arbitration hearings shall be conducted in Salisbury, Maryland unless otherwise
462 agreed in writing by the parties. The arbitrator shall designate a time and place for the
463 hearing and notify the parties not less than 20 days before the hearing.
464
- 465 (g) *Rights at hearing.* At the arbitration hearing, each party has the right to be heard, to present
466 evidence material to the controversy, and to examine and cross-examine witnesses.
467 Arbitrators are not bound by the technical rules of evidence.
468

- (h) *Time Limits.* Unless otherwise agreed by the parties, each party has up to eight hours to present its/his/her case to the arbitrator so that the arbitration shall conclude within two days.
- (i) *Written decision.* The arbitrator shall make findings of fact and shall issue a written decision within 30 days after declaring the record closed, unless the parties otherwise agree in writing.
- (j) *Consideration of pertinent factors by arbitrator.* In making findings, the arbitrator shall take into consideration all pertinent factors, including, but not limited to:
1. Wages and all other benefits of employment of other similarly situated local government employees;
 2. The value of all benefits available to or received by City employees as compared with private sector employees on the Delmarva Peninsula;
 3. Cost-of-living information;
 4. The availability of funds; and
 5. Any agreement reached between the employer and any other City representation unit.
- (k) *Costs shared.* Each party shall bear its own expenses in connection with the arbitration proceedings. The parties shall share equally the fees and expenses of the arbitrator.

2.25.160 Review of collective bargaining agreement.

The City Council shall vote on the ratification of any collective bargaining agreement. Prior to voting on the ratification of any collective bargaining agreement, the Director of Finance shall submit to the City Council a fiscal impact note addressing, at a minimum, the annual cost of the contract to the City, the increase or decrease in costs compared to the current or preceding contract, and how the costs of the agreement are to be funded.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so

514 adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and
515 enforceable.

516
517 **Section 4.** The recitals set forth hereinabove are incorporated into this section of the
518 Ordinance as if such recitals were specifically set forth at length in this Section 4.

519
520 **Section 5.** This Ordinance shall take effect from and after the date of its final passage.

521
522 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of
523 the City of Salisbury held on the 8 day of December, 2025 and thereafter, a statement of the
524 substance of the Ordinance having been published as required by law, in the meantime, was finally
525 passed by the Council of the City of Salisbury on the ____ day of _____, 2025.

526
527
528 **ATTEST:**

529
530
531 _____
532 **Julie A. English, City Clerk**

Angela M. Blake, Interim City Council President

533
534
535 Approved by me, this ____ day of _____, 2025.

536
537
538 _____
539 **Randolph J. Taylor, Mayor**



City of Salisbury

Memo

To: Nick Rice, City Administrator
From: Travis Huff, Project Engineer - Nick Voitiuc, Director
Date: December 5, 2025
Subject: The North Prong Park Project - 1st Reading

North Prong Park is the planned redevelopment of abandoned industrial sites into a green space for recreation, exercise, and flood mitigation. The park will be located between Lake Street and the west side of the Wicomico River's North Prong. The future park entails multiple properties owned by the City that will require varying amounts of environmental remediation and improvements.

On June 1, 2025, the Maryland House Bill 1519E for Prior Authorizations of State Debt - Alterations was passed, earmarking \$500,000 to the City of Salisbury for the North Prong Park Project from the Department of Natural Resources (DNR) Local Parks and Playgrounds Infrastructure (LPPI) Grant Program. The City submitted the Development Application and supporting documents to DNR detailing how the funds will be utilized on August 26, 2025. On October 22, 2025 the application was approved by Maryland's Board of Public Works and the approval letter sent to the City.

The \$500,000 funding is allocated towards environmental assessment and remediation, demolition, and site improvements at the property and will help develop it into a great asset for the City.

Attachment(s):

[ORDINANCE - North Prong Park](#)

[2025.08.05 Project Consistency Letter.pdf](#)

[BPW Item 8A LPPI-22-5.pdf](#)

[FY23 LPPI Development Project Application updated w CRAB \(003\) NV.pdf](#)

[LPPI-22-5 BPW Approval.pdf](#)

45 _____
46 **Julie English, City Clerk** **Angela Blake, Acting City Council President**
47
48
49 Approved by me, this _____ day of _____, 2025.
50
51
52 _____
53 **Randolph J. Taylor, Mayor**
54



August 5, 2025

Local Planning Agency Approval and Infrastructure Review
Re: North Prong Park Project – 313-317 Lake Street

To Whom it May Concern,

This is to certify that the proposed development of 313-317 Lake Street as part of the North Prong Park Project is consistent with the Salisbury Comprehensive Plan adopted by the city on July 12, 2010.

The objectives stated in the City Comprehensive Plan pertain to the overall expansion of the city facilities for the benefit of residents. The site remediation will reduce stormwater runoff and mitigate flooding. It is consistent with the implementation strategy to provide a system of green corridors for recreational use. In addition, the 2022 Wicomico County Land Preservation, Parks, and Recreation Plan adopted by the county on July 5, 2022 includes specific city comments regarding the creation of North Prong Park, identifying it as a high priority project.

The project is consistent with the overall goals and objectives of the city's Comprehensive Plan and doesn't require major public works.

If you have any further questions please feel free to contact me.

Respectfully,

Betsy Jackson, AICP
City Planner
bjackson@salisbury.md

Board of Public Works
Department of Natural Resources – Real Property
Supplement
October 22, 2025



DNR 8

Contact: Emily Wilson 410-260-8436
emilyh.wilson@maryland.gov

8A. **LOCAL PARKS AND PLAYGROUNDS INFRASTRUCTURE**
Wicomico County

Recommendation: Approval to commit \$500,000 for the following **development** project.

North Prong Park Development – \$500,000

City of Salisbury

LPPI# LPPI-22-5

Background: Plan and develop a new park with paved trails and parking lot, shoreline remediation, and associated site amenities on Lake Street. Project also includes new playground equipment and safety surfacing consistent with National Playground Safety Standards and the Americans with Disabilities Act.

Fund Source: Maryland Consolidated Capital Bond Loan 2022, Chapter 344, Acts of 2022
Local Parks and Playgrounds Infrastructure
Source Code: 22116 \$500,000.00

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

Maryland Department of Natural Resources

FY 2023 - Local Parks and Playgrounds Infrastructure

Development Application and Project Agreement

PROJECT #

(DNR Use Only)

1. PROJECT INFORMATION: Please fill out all sections of the form completely unless otherwise indicated.

PARK NAME North Prong Park

PROJECT NAME North Prong Project

2. PROJECT LOCATION: Please identify all applicable parcels.

Street Address: 313,315, 317, 325 Lake Street

MD Legislative District 37A

City/Town Salisbury

County WI

Zip Code 21801

County Tax Map See Attached

Grid

See Attached

Parcel

See Attached

Lot

See Attached

SDAT Account Identifier See Attached

District-Subdivision-Account Number or Ward-Section-Block-Lot (as applicable)

3. PROJECT DETAILS:

Is this project located within a Coast Smart Climate Ready Action Boundary?

<https://mdfloodmaps.net/CRAB/> (If 'Yes', please answer the following)

Yes X No

a. Is the total cost of this project \$500,000 or greater?

Yes X No

b. Does this project include a structure? For the Coast Smart Construction Program, a "structure" is defined as a walled or roofed building; a manufactured home; or a gas or liquid storage tank that is principally above ground.

Yes No X

c. If this project is located within a Coast Smart Climate Ready Action Boundary, is \$500,000 or greater, and includes a structure, it may be subject to the Coast Smart Siting and Design Criteria. Please review the Coast Smart Construction Program document, and fill out and submit with your application the Coast Smart Project Screening Form in Appendix A: <https://dnr.maryland.gov/climateresilience/Documents/2020-Coast-Smart-Program-Document-FINAL.pdf>. Note that this form is still required even if the project qualifies for a categorical exemption.

d. A waiver may be requested from one or more of the specific Siting or Design Criteria. To request a Waiver Consideration, please fill out and submit with your application the Coast Smart Criteria Waiver Form in Appendix B of the Coast Smart Construction Program document:

<https://dnr.maryland.gov/climateresilience/Documents/2020-Coast-Smart-Program-Document-FINAL.pdf>

e. Please acknowledge that the project will meet any Coast Smart Siting and Design Criteria, as applicable.

Initial
Here

4. PROJECT DESCRIPTION: Please provide a description of the proposed project and how it is eligible for this funding (design, construct and capital equip indoor and outdoor park infrastructure and other capital-eligible projects that enhance recreational amenities). Provide all of the information that you feel is necessary to explain and justify the project. Attach a separate sheet, if necessary.

North Prong Park is the planned redevelopment of abandoned industrial sites along the Wicomico River's North Prong into a green space for recreation, exercise, and flood mitigation. An early portion of the Project is underway in the form of remediation of the properties at 317 and 325 Lake Street with an installation of a soil cap, funded by the EPA Brownfield Grant program. The City also recently acquired the adjacent 313 and 315 Lake Street properties. The LPPI funding provided will allow the City of Salisbury to hire contractors to perform assessments, remediate the properties, demolish existing structures, install playground equipment, pave trails and parking lot, and add other park improvements and amenities. Other park improvements and amenities would include items like picnic tables, landscaping, signage, and any other improvement not encompassed in the provided list.

5. PUBLIC ACCESS: No amount of these funds shall be used for projects that are inaccessible to the general public. Please describe the general public access that will be available for this project and note any restrictions or limitations.

The North Prong Park will be an open-air park available to the public at all times. No restrictions to access will exist.

6. PROJECT PERIOD: From: Date of Letter of Acknowledgement or Letter of Concurrence (DNR Use Only)

To: 9/1/2030 Estimated Date of Completion (Must be filled in by Applicant)

Please provide a provide a proposed development schedule:

Design Start Date (if applicable)	<u>9/1/2025</u>	Design End Date	<u>9/1/2027</u>
Construction Start Date	<u>9/1/2025</u>	Construction End Date	<u>9/1/2030</u>

7. ITEMIZED DETAILED COST ESTIMATE: Round to the nearest dollar.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED COST
1	Demolition of Existing Structures	\$45,000
2	Consultation and Engineering Fees	\$50,000
3	Paved Trail and Parking Lot Installation	\$95,000
4	Playground Equipment	\$180,000
5	Remediation	\$40,000
6	Other Park Improvements and Amenities	\$90,000
TOTAL DEVELOPMENT COSTS:		\$500,000

8. PROJECT FUNDING:

LPPI FUNDS REQUESTED:	\$ <u>500,000</u>	<u>22</u> %	
PRIOR FUNDS APPROVED:	\$ <u> </u>	<u> </u> %	(Specify Source/Type) <u> </u>
LOCAL FUNDS:	\$ <u> </u>	<u> </u> %	
OTHER FUNDS:	\$ <u>\$1,791,543</u>	<u>78</u> %	(Specify Source/Type) <u>EPA Brownfields Grant</u>
TOTAL PROJECT COST:	\$ <u>\$2,291,543</u>	<u>100</u> %	

9. APPLICANT INFORMATION: Note that the Applicant is also the County, Municipality, or certain nonprofit organizations that will be receiving the funding at reimbursement.

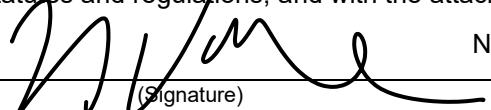
APPLICANT City of Salisbury APPLICANT'S FEDERAL ID # 52-6000806

10. LOCAL PROJECT COORDINATOR:

Travis Huff	Project Engineer	Infrastructure and Development	City of Salisbury
(Print Name)	(Title)	(Department)	(Organization)
125 N. Division Street		Salisbury	MD 21801
(Mailing Address)		(City)	(State) (Zip)
(410)-548-3170	(443)-669-4780	Thuff@Salisbury.md	
(Phone Number)	(Mobile Number)	(Email Address)	

11. LOCAL GOVERNMENT OR CERTAIN NONPROFIT ORGANIZATION AUTHORIZATION:

As the authorized representative of this Political Subdivision or certain nonprofit organization, I have read the budget bill language and I agree to perform all work in accordance with all applicable Local, State and Federal statutes and regulations, and with the attachments included herewith and made a part thereof.

	Nicholas Voitiuc	Director / Department of Infrastructure and Development	9/3/2025
(Signature)	(Print Name)	(Title/Organization)	(Date)

PROGRAM ADMINISTRATIVE REVIEW: (DNR Use Only)

ON-SITE INSPECTION: DATE _____ BY _____

DEPARTMENT OF NATURAL RESOURCES – PROGRAM OPEN SPACE APPROVAL:

(Signature)

(BPW Approval Date)

(BPW Agenda Item Number)

Attachment 1: Project Location (from Section 2 above)

Address	County Tax Map	Grid	Parcel	Tax Account ID (From SDAT)	Lot	Legislative District
313 Lake Street	0106	0011	1627	2309055541	1	37A
315 Lake Street	0106	0011	1627	2309055576	2	37A
317 Lake Street	0106	0011	1626	2309039732	8,9	37A
325 Lake Street	0106	0011	1625	2309047409	7	37A



Wes Moore, Governor
Aruna Miller, Lt. Governor
Josh Kurtz, Secretary
David Goshorn, Deputy Secretary

October 22, 2025

Via Electronic Delivery to

Mr. Travis Huff
Project Engineer
Infrastructure and Development
City of Salisbury
125 N. Division St
Salisbury, MD 21801
thuff@salisbury.md

RE: LPPI-22-5, North Prong Park
City of Salisbury, Wicomico County

Dear Mr. Huff:

It gives me great pleasure to inform you that the Board of Public Works has approved your request for Local Parks and Playgrounds Infrastructure (LPPI) funds for the above referenced project. A copy of the agenda item is attached for your reference.

You may proceed with this project at your earliest opportunity. When the project commences, please have your staff contact the Local Grants Administrator with whom they have been working so that arrangements can be made to coordinate reimbursement.

Thank you for your interest in improving the quality of our parks and recreation for the citizens of Maryland. It is a pleasure to be able to provide these funds and to assist you with this important project. If I may be of further assistance, please do not hesitate to contact me at 443-534-8255.

Sincerely,

Carrie R. Lhotsky
Grants and Stewardship Manager
carrie.lhotsky@maryland.gov

Attachment

cc: Steven Miller, Director, smiller@wicomiconcounty.org
Michael McQuarrie, Local Grants Administrator, Michael.mcquarrie@maryland.gov