

Town of Upper Marlboro

REGULAR TOWN MEETING

April 16, 2019

Approved Minutes

Call to Order

The meeting was called to order at 7:01 p.m.

Roll Call: Tonga Turner, President of the Board of Town Commissioners;
Wanda Leonard, Commissioner; Linda Pennoyer, Commissioner/Treasurer

Staff present: M. David Williams, Town Clerk/Administrator; Kyle Snyder/Chief of Staff; UMPD Chief David Burse; Finance Director William Morgan; Public Works Superintendent Darnell Bond

Also present: Katie Nash/Greenwill Consultants Inc.; President Jeffrey Beavers/MVFD Station 20; Historical Committee Chair Patti Skews; Events Committee member Sarah Franklin; and, various citizens and interested parties.

Pledge of Allegiance

Approval of Meeting Minutes & Financial Reports

President Turner welcomed new-comers to the Regular Town Meeting. She then asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from March 12, 2019, the Work Session minutes from March 19, 2019 and the Treasurer's Report as of March 31, 2019 were acknowledged by the Board as reviewed. Commissioner Leonard motioned to approve both sets of minutes and the March Treasurer's Report as presented, Commissioner Pennoyer seconded. All minutes from March's Regular Town Meeting and Board Work Session, plus, the Treasurer's Report as of March 31, 2019 were unanimously approved.

Reports

Staff/Committees: Chief Burse reported that he attended the Swearing-In Ceremony for the new Mount Rainier Chief of Police last month, and on March 6th he was sworn-in to the Maryland Chiefs of Police Association. He reported he attended a PGC Leadership Development Course for Municipalities, and has also recently met with vendors about security upgrades for Town Hall. He attended a "Criminal Justice Coordinating meeting with Administrative Judge Sheila Adams at the Courthouse, and also attended the new Police Chief's Conference in Ocean city on March 25th. He noted 2 thefts in-town in the last month.

President Beavers of the Marlboro Volunteer Fire Department Station 20 reported that the Station number will be changed from "20" to "8" adding that additional training requirements have been increased. He added the MVFD will be participating in the Marlboro Community Day.

Superintendent Bond delivered the monthly Public Works Department report for March, noting the month had only 2 wintry weather events neither of which required de-icing treatments or plowing of Town streets or sidewalks. Hard copies of the report were provided. The President then presented a plaque of appreciation to Mr. Bond to acknowledge his 5-years of dedicated service to the Town.

Finance Director Morgan delivered the Treasurer's Report as of March 31, 2019 noting that Fines, Licenses & Permits are expected to increase before the end of FY19. He then reviewed the monthly narrative, and explained the delinquent tax billings now in progress. The President then noted the recently passed Ordinance 2018-07 that lists Business License requirements to become effective July 1, 2019. Mr. Morgan acknowledged the Board for their aggressive search for new revenue sources. The President then opened the floor for Public Comment on the Treasurer's Report only. Public input/questions included: 1.) Will there be penalties & fees assessed for delinquent taxes? Mr. Morgan noted that Charter language allows fees, however, not charging if paying up-to-date by receipt of recent Delinquent Notice; 2.) How much of the "Other Revenue" line item from Budget & Actuals is considered the Town's reserves? Mr. Morgan will confirm and deliver actuals following the meeting—the President noted how three CDs were cashed during the course of the fiscal year and those totals will be shown in the presentation to follow.

The President moved up the PowerPoint presentations from Business line items 2 & 3, so as Director Morgan could provide additional, clarifying financial information to the conversation.

FY2018 Annual Audit: Director Morgan conducted a PowerPoint presentation that highlighted FY2018 finance operations, noting the change in Administrations halfway through the fiscal year. The President noted that Grant Matching figures are not built into general operating expenses. Proper levels for Reserve Accounts and the history of investments utilized to balance the budget were also discussed.

Establishing Rates for FY2020 Tax Levy: Finance Director William Morgan delivered a second PowerPoint presentation concerning draft Ordinance 2019-03, noting estimated revenues unrealized over the last 3 years due to having a Commercial Tax Rate extremely below other nearby municipalities. President Turner noted Ordinance 2018-08 had been passed last fall to classify the two separate tax rates on real property (residential & non-residential), emphasizing residential rates will continue to remain the same.

President Turner then moved up from Business line item 5, the Legislative Update presentation by Greenwill Consulting Group LLC representative Katie Nash.

Legislative Update: Ms. Nash noted that the Annapolis Legislative Session ended last week, and then reviewed the successes that were achieved for the Town, such as a \$175K approved Bond Bill for development of the Upper Marlboro Welcome Center. Ms. Nash aired a video of President Turner testifying before the State Delegation, and acknowledged her presence made all the difference. It was noted House leadership structure will change, and that Greenwill will continue to forge new relationships that are most advantageous for the Town.

Committee Reports: Events Committee Member Sarah Franklin reported all enjoyed the Poetry Slam event on April 13, adding the EC will be working on the calendar next week. Details on the upcoming Marlboro Community Day event on May 18 were reviewed. It was noted the Community Day committee has 3 more meetings before the event, and currently there are over 70 vendors registered. Vendor registration has now closed, and additional vendors are now being added to a waiting list.

TUMHC Chair Patti Skews reported that they will hold their annual Memories & Morsels on Main Street event on May 11th from 11 a.m.-3:00 p.m. She added that their next Archiving/Planning Session will be on April 20th, and the TUMHC will also have a booth at the Community Day event.

Commissioner Leonard: Reported that she attended both the MVFD Firehouse installation with Chief Burse, and the HEPAC meeting in Annapolis with Chief of Staff Snyder.

Commissioner Pennoyer: Reported that she attended the PGC Zoning Rewrite forum (due for County Council approval in May.) Also attended Councilmember Mel Franklin's County Development Meeting last night about the Aquatic Center in Brandywine. She added that she and other volunteers will be participating in the M-NCPPC Schoolhouse Pond Clean-Up next Tuesday. She added the Marlborough Towne HOA will be hosting a presentation from the Clean Water Partnership program and their work on Schoolhouse Pond at their next meeting at Town Hall tomorrow evening.

President Turner: Delivered updates on the following topics: 1.) Received \$175K Bond Bill to restore the Old Stone Building. Will now publish a RFP for historic restoration; 2.) Town has applied for \$109K in Public Safety Grants, and \$400K in grant requests for Western Branch Water Park and Town Hall Playground, among others; 3.) Credit/refund expected from LGIT Risk Assessment survey; 4.) Starting in June, monthly Food Truck days will occur every 1st Friday, and every 3rd Wednesday of the month. Councilmember Sydney Harrison currently developing County Truck Hub legislation for the County Seat; 5.) New UMPD officer to be sworn-in at next Work Session; 6.) Town Charter Amendments Forum on Thursday, May 23 at Town Hall. Proposed Charter amendments will be posted in advance of the event; 7.) Expecting several RFPs from developers by April 22nd for the Downtown Redevelopment Project; 8.) Greenwill LLC working to have MOU to secure the \$2.5M funding promised from the County since 2016; and, 9.) Will have five interns from the PGC Youth program this summer, funded by the County, to work within the various departments of the Town Government.

Business

Ordinance 2019-02: Authorizing Town Committees (introduction): President Turner read aloud the introduction of the ordinance that enables the creation of Town Committees and the appointment of Board members. Clerk Williams reviewed the Ordinance's contents, and noted the two Committee

Resolutions and Bylaws to establish the Events and CERT committees have also been vetted by the Town Counsel and expect to have all committee legislation passed before June.

Ordinance 2019-03: Establishing Rates for FY20 Tax Levy (introduction): The President read aloud the introduction to Ordinance 2019-03 that establishes new tax classifications and rates. It was noted the ordinance will be posted for public input.

Resolution 2019-04: Rezoning 14520 Church Street: The President read aloud the resolution that helps protect the historical integrity of the property and surrounding community. President Turner motioned to approve Resolution 2019-04 as presented, Commissioner Pennoyer seconded. With all in favor the Resolution was unanimously approved.

General/Administration issues: Clerk Williams announced that the Town has signed up again this year for the State's Mosquito Control program, reminding residents that they can opt-out of the program by obtaining a request form from the Town Hall, or, by download it from the Department of Agriculture website.

The President reminded residents that the FY2018 Annual Audit was available to them for review, noting the confidential report can be requested in electronic or hard copy format.

Public Comment

A concerned resident noted Charter provision 82-60 that states all compensation for employees be established from time to time by ordinance.

Another resident noted that new crosswalk island on Water Street has not deterred speeders.

Adjournment

President Turner made a motion to adjourn, Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 9:09 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

