

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772 • 301-627-6905

Special Work Session Minutes

September 21, 2021 - 7:00 p.m.

This meeting was conducted via Zoom Video Conference

Call to Order

- Meeting was brought to order at 7:01 p.m.
- Roll Call – President Linda Pennoyer; Commissioner Janice Duckett; Commissioner/Treasurer Sarah Franklin
- Staff present: Kyle Snyder/Town Administrator; UMPD Chief Burse; William Morgan/Director of Finance; Superintendent Darnell Bond/Public Works; John Hoatson / Town Clerk
- Also present: Ray Feldmann / Feldmann Communications; Gregory Franklin
- Pledge of Allegiance

Business

1) Automated Speed Enforcement (Board Discussion):

Conduent & Altumint Inc. made presentations to the Board of Commissioners regarding the Red Light and Speed Camera program.

Action Item: RedSpeed will make their presentation at the Board Work Session on September 28, 2021. There will be a Closed Session on September 28, 2021 to discuss contracts. Plan is to approve the contract at the October Town Meeting on Tuesday, October 12, 2021.

2) Emergency Ordinance 2021-05 Town Elections (Board Discussion)

Kyle Snyder, Town Administrator spoke about Emergency Ordinance 2021-05 Town Elections.

Some existing issues with election ordinance that need to be corrected.

Staff looked at some other municipalities. Document has not been reviewed by Town Attorney.

Board of Commissioners may want to wait on election ordinance until after the election.

Commissioner Franklin is wanting the Board of Elections to have time to review it and provide feedback and feel comfortable with it.

Personally thinks need to be moving forward and keep working on the Ordinance.

President Pennoyer thinks it needs to be revised more.

Joe Hourcle' stated that the new Ordinance does not comply with the Charter.

Absentee voting needs to be updated in the revised Ordinance.

Kyle Snyder, Town Administrator stated Town could keep the current Ordinance and update it as it goes. Add a severity clause.

Election Signage – Supervisors of Elections are happy to have a short window for placing election signs around town.

Action Item: Kyle Snyder, Town Administrator will work with Town Attorney to revise the Election Ordinance and add a severity clause. Kyle thinks the Town needs to wait until following the election of the 5 Commissioners to vote on the Revised Election Ordinance.

3) Town American Rescue Plan (Board Discussion):

Kyle Snyder, Town Administrator and William Morgan, Director of Finance spoke about the Town American Rescue Plan. The Town has been awarded roughly \$663,080.00 in Federal support from the American Rescue Plan. Funding must be programmed by December, 2024 (FY2023) and spent by December, 2025 (FY 2024) or December, 2026 (FY 2025)

Plan has been spread out over three years. Two deposits will be made with the funds. One has been deposited now. The next disbursement will be made May, 2022.

Joe Hourcle' stated the food supplies may need to be replaced due to expiration dates.

Action Item: Budget adjustment will be created for the Town Rescue Plan funds. FY22 money will be transferred out of bank account and into the general government regular bank account. That is how the funds will be drawn down. These will be built into future budgets.

4) Burch Trash Contract Revision (Board Discussion):

Kyle Snyder, Town Administrator stated County upped tipping fees across the board.

Pushed it back for municipalities to October 1, 2021 – due to push back from the City of Laurel and City of Bowie.

Difference in contract price is \$5,166.00.

With budget adjustment the Town can absorb that cost and plan for the future.

New contract has been provided to the Town of Upper Marlboro with the changes.

Action Item: Work with Town Attorney to draft resolution and approve the new contract at the October Town Meeting.

General Commissioner and Administrative Staff Items:

5) Groundbreaking Ceremony Invitation:

Groundbreaking Ceremony Invitation

30 invitations will be sent out.

Guest list has been updated to include Governor, County Executive, County Council members and other partners.

Commissioner Franklin asked that Town Committees be invited along with Stephanie from Parks and Trails.

Mayor Pennoyer asked if Senator Peters was added to the guest list.

Kyle Snyder, Town Administrator also spoke about adding a bench for Former Commissioner Wanda Leonard.

Joe Hourcle' pointed out that the groundbreaking ceremony is the same day as Trunk or Treat.

Chief Burse stated that when the Town decides to do a memorial for former Commissioner Leonard, they give advance notice to the family to coordinate.

Action Item: Invitations will be mailed / emailed out.

6) Community Garden:

Commissioner Franklin spoke about the Community Garden. Wanted the Board of Commissioners to consider a groundbreaking / ribbon cutting / little event to celebrate the Community Garden

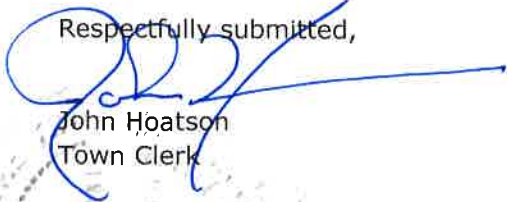
7) Town Trunk or Treat

Commissioner Franklin also spoke about the misrepresentation of Trunk or Treat plan from the September Town Meeting.

Adjournment

The meeting was adjourned at 9:23 p.m.

Respectfully submitted,


John Hoatson
Town Clerk