

Town of Upper Marlboro

REGULAR TOWN MEETING

February 12, 2019

Approved Minutes

Oath of Office

Mr. David Burse was sworn-in as Chief of Police by President Turner ahead of the opening of the Regular Town meeting. The ceremony was opened at 6:30 p.m. for the public to attend. Notable guests in attendance included Chief Hank Stawinski and former Prince George's County Executive Rushern Baker.

Call to Order

The February Regular Town meeting was called to order at 7:05 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; Chief of Staff Kyle Snyder; Finance Director William Morgan; SCW Chair Evelyn Stephens; TUMHC Chair Patti Skews; EC Chair Jeremy Gunnoe; Administrative Assistant Benay Walker; EC Vice-Chair Sarah Franklin; and, Events Director Anita Washington.

Also present: Various citizens and interested parties.

Pledge of Allegiance

Approval of Meeting Minutes & Financial Reports

President Turner asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from January 8, 2019, the Work Session minutes from January 22, 2019 and the Financial Report for January 2019, were acknowledged by the Board as reviewed. Commissioner Leonard motioned to approve both sets of minutes, plus the January 2019 Financial Report. Commissioner Pennoyer seconded the motion. All minutes from January's regular Board Meetings and Financial Report were unanimously approved.

The Clerk reviewed the Public Comments protocol and sign-in procedures.

Reports

Staff/Committees: SCW Chair Stephens delivered an overview of the final Sustainable Communities Application to renew the Town's SC designation. She highlighted action item outcomes from the updated 5-year plan that included: Stormwater Management best practices; Power/Utility lines downtown; Aging Commercial Structures; Foreclosed Properties; Streetscape and Parking Facilities upgrades; Reducing Emissions with Tree Canopy & Parks; Bike & Ped Trails installation and connectivity; Adaptive Reuse (OMES); Green Technology best practices for Playground, Schoolhouse Pond & Community Garden; and, Quality-of-Life issues such as increased Community Engagement and Historic identity & Preservation.

TUMHC Chair Skews reported the next Quarterly will be held on February 12th at which time the TUMHC will elect a new Secretary and a new seventh member as well.

EC Treasurer Sarah Franklin reported they had about 30 participants at the Game Night event last week. She noted upcoming events such as the Poetry Slam in April, and the Marlboro Day Festival in May, adding that the UMEC has begun planning for fiscal year 2020. UMEC meets the first Thursday of March.

Finance Director Morgan reviewed highlights of the January Treasurer's Report noting a small increase in Tax payments, plus, revenues from Fines, Licenses & Permits. He also noted Expenses beyond the typical monthly services provided by the Public Works Department included new street signage throughout the Town, and beautification projects that include landscaping and extra refuse collection.

He then reviewed and submitted a proposed FY2019 Budget Amendment that reduces the Town Operating Budget by 27 percent. The floor was then opened for public comment and Mr. Morgan and

President Turner replied with answers. Concerns included Bank account transfers, investment strategies, Town Hall Addition project expenditures and the Town's reserve fund.

After discussion, President Turner motioned to approve the FY2019 Budget Amendment as presented. Commissioner Leonard seconded. The motion to approve was unanimous.

Commissioner Leonard: Had no report at this time.

Commissioner Pennoyer: Had no report at this time.

President Turner: President Turner announced the Town has applied for a variety of grants totaling \$1.2M and has just received confirmation on one for \$25K from the MDE, to apply towards Public Works and/or Public Safety projects.

She then delivered an update on the Town's Automated Traffic Enforcement project for Speed Cameras, and recent communications with the SHA Attorney on the subject. She said the Town is currently discussing other traffic-calming options for Route 725 with the SHA as well, and then read aloud a letter received from the SHA confirming the following issues and incentives to be addressed: Speed Humps & Choke Points; Optical & physical narrowing of road; and, Enhancement of school bus loading & speed limit signage.

In addition, the President has discussed with the CEO of the PGC Public School system, the relocation of school bus stops from Route 725 into the adjoining communities. Though positive agreement for the idea was reached, the Town is still awaiting a confirmation letter on the move(s) from the PGCPs.

The President addressed a recent complaint from residents about new landscaping obstructing the view for motorists at the intersection of Rectory Lane and MD Route 725. She said the Town's Public Works Department will be contacting the Developer of the new residential property, and possibly the County Property Inspector should the problem not be adequately addressed.

Business

Ordinance 2018-10: Special Events – Draft 4: After discussion, Commissioner Pennoyer motioned to approve Ordinance 2018-10 and the accompanying Special Event Application package as presented. Commissioner Leonard seconded the motion. With no one in opposition, the motion was unanimously approved.

Resolution 2018-06 Parking Meter Rates: Chief of Staff Snyder noted that the final draft raises the rate to \$2.50 per hour, with a credit card fee not to exceed \$5.00. A permitting process is being developed by the Board to allow 2 hours free parking for Town residents who register with the program. Commissioner Leonard motioned to adopt the Resolution as presented. Commissioner Pennoyer seconded the motion. With all in favor, Resolution 2018-06 was adopted unanimously.

Resolutions 2018-07 & 2018-08 Establishing Town Committees w/corresponding Bylaws: The President asked for a motion to table this item to the next Town Hall Meeting. Commissioner Pennoyer motioned and Commissioner Leonard seconded. Approval to table the Committee Resolutions was unanimous.

Resolution 2019-01 Food Truck Fees – Draft 2: The President gave an update on the Resolution that has been in discussion for a couple of months. It was noted that the \$200 food truck fee is listed on the Service Fee Schedule attached to Resolution 2019-03. It was also noted that the Resolution(s) will be posted online for Public Comment.

The President interjected an update on the Town's current Redevelopment Request For Qualifications (RFQ), stating that the "Step Two" Request For Proposals (RFP) was just posted last Monday. She noted at least a couple Q&A sessions of Developer Presentations will be offered for resident input before any final presentations of proposals to the Board are conducted. A scoring committee will also be formed.

Resolution 2019-02: New Commission Meeting Regulations: President Turner announced this first draft would not be voted on tonight, and further discussed at the next Regular Town Meeting.

Resolution 2019-03 Setting Services Fees - Draft 1: It was noted that the Town is currently working to amend the Construction Permit Ordinance to include an application process to improve communications. Related fees will be added to the Schedule.

PIA Request Form, Policy and Guidelines for Submission: The President reviewed the forms noting they are currently posted online for Public Input, and welcomed any further input and discussion at the next Town Meeting.

Automated Traffic Enforcement: This item update was addressed earlier in the agenda under reports.

Department Monthly Status Reports: President Turner stated she has added this agenda line item to keep all apprised of the Town's Public Safety and Public Works Departments status of operations. She noted these Memo-formatted reports will be provided at Regular Monthly Town Meetings.

General/Administration issues: A general request was made by the President to let the Town know of any elderly or handicapped neighbors that may need assistance in the case of emergencies. Commissioner Leonard announced that a couple of reported potholes will be patched as soon as the weather allows. The President recognized a few new attendees to the monthly meeting, who were then welcomed and invited to introduce themselves.

Public Comment

A thankful area citizen said although not an official resident of the Town, she has enjoyed attending the Town Events. She added that she has become very interested and concerned about what is planned for redevelopment of the downtown area at the corner of Water & Main Streets.

A concerned resident asked questions about the Financial Report's "Budget vs. Actuals" figures that reflect expenditures, and expressed concerns about utilizing the Town's reserve funds.

A Town resident stated she was very happy with the new crosswalks at Water & Church Streets, but still has concerns about the 7-11 parking lot that allows huge trucks to unload on the corner. Further discussion included other concerns, such as: 1.) Relocation of Bank of America ATM; 2.) Restripe non-parking corner area of 7-11 parking rows?; 3.) Bank of America not shoveling snow off sidewalks.

Adjournment

President Turner made a motion to adjourn, Commissioner Leonard seconded the motion. With all in favor, the meeting was adjourned at 8:28 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

