

Town of Upper Marlboro

REGULAR TOWN MEETING

May 14, 2019

Approved Minutes

Call to Order

The meeting was called to order at 7:00 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; UMPD Chief Burse; Kyle Snyder/Chief of Staff; UMPD Sgt. Samuel Irby; and, William Morgan/Finance Director

Also present: TUMHC Chair Patti Skews; MVFD Chief Robert Beavers; MVFD President Jeffrey Beavers; Marlborough Towne HOA Chair Monica Williams; and various citizens and 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 April 16, 2019, the Work Session minutes from April 23, 2019 and the Treasurer's Report as of April 30, 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 April's Regular Town Meeting and Board Work Session, plus, the Treasurer's Report as of April 30, 2019 were unanimously approved.

Reports

Staff/Committees: Chief Burse delivered the Monthly Town Police Department Report for the month of April 2019, a handout was provided as part of the meeting packet. He then introduced Officer Samuel Irby as the latest addition to the Upper Marlboro Police Department. He noted that he received notice today from the Maryland Police Training Commission, that the Town's Police Department is now officially compliant with State rules and regulations. Chief also thanked the Marlboro Volunteer Fire Department (MVFD) for stepping up in a significant way to assist the Town with the UM Community Day event. President Turner acknowledged Chief Burse for securing extra police officers for the Town's Community Day event at no extra cost to the Town.

Chief of Staff Snyder delivered the monthly report for Public Works Superintendent Darnell Bond, a handout was provided as part of the meeting packet. He noted Mr. Bond has submitted final drafts of Memorandums of Understanding (MOU) for emergency tree and snow removal. President Turner noted that the MOUs will ensure a quicker response from tree and snow removal contractors in emergency situations. She added her thanks and appreciation to Mr. Bond for his team's successful efforts and results with the overall beautification of the landscape throughout Town.

MVFD Chief Robert Beavers reported there is now a paramedic ambulance in town, adding other upgrades will come soon. He noted there will be a new County Fire Chief named in the near future.

Finance Morgan reviewed highlights of the Treasurer's Report as of April 30, 2019 noting Fines, Licenses & Permits revenues are expected to rise during the next two months; still awaiting funds from the State Aid for Police Protection (SAPP) grant; Tax revenues (both real and personal property) typically come in smaller installments toward end of fiscal year; Expenses are currently 80 percent below budgeted amount, and still expect to be in good shape by the end of FY19; The upcoming Community Day event expected to bring in some sponsorship and fees revenues; Many delinquent personal property taxes notices totaling \$50K have been returned as undeliverable. The President added that the notice also informed business owners of the new tax rates and requirements; A recent debit to the Employer's Contributions for the State Retirement Program has caused an unbalanced Profit & Loss statement for April's report.

The floor was then opened for questions from the public. Question topics included: Business license cost(s); Tracking methods to determine list of Town businesses; and, Methods for accountability.

Commissioner Pennoyer: Reported that she attended two, separate local HOA meetings held at Town Hall in the past month. Also attended the CSA23 Leadership Council meeting with representation from the Events Committee, as well as, the Candlelight Vigil for Fallen Police Officers.

Commissioner Leonard: Reported that Chief Burse attended the last CERT meeting. She noted that six more CERT members were enrolled at that meeting to help with the Community Day event, bringing the number of CERT volunteers to 17. She added that several volunteers are from Anne Arundel County.

President Turner: Delivered updates on the following topics: 1.) Out of \$1.2M in grant requests, the Town has gathered \$602K in grant funding to date; 2.) Operational details and information for the UM Community Day event; 3.) A Moment of Silence was observed for the recent passing of Town residents Mr. Julian Wyvill (past Town Accountant) and Mr. Ralph Stephens (husband of SCW Chair Evelyn Stephens); 4.) Announced new Food Truck schedule starting in June; 5.) Town Charter Amendment Public Forum scheduled for May 23, 2019, will discuss proposed changes to 4 Sections of the Charter, which will be posted online for public review and input; 6.) Met with Roberta Phillips, the new PGC Library CEO. She has expressed interest in the redevelopment of the OMES building(s) for use as a new public library is approaching the County on the subject; 7.) Currently looking into the Arts in Public Places program to address eyesores downtown; and, 8.) Graduation ceremonies to begin, schedule will be posted online for the public.

The TUMHC Chair reported that no tours were conducted at their Memories & Morsels on Main Street event due to the low number of tour-attendees. She also announced they have moved their Quarterly Meeting to May 25th because of conflict with Community Day, and the group will be joining in on a tour of historic Mt. Lubentia immediately following the meeting.

Business

Proclamation – Town of Upper Marlboro Community Day: Clerk Williams read aloud a Proclamation to acknowledge the first annual Upper Marlboro Community Day celebration. Commissioner Leonard motioned to approve the Proclamation, Commissioner Pennoyer seconded the motion. The Proclamation was unanimously adopted.

Ordinance 2019-02 Authorizing Town Committees: The President reviewed the Ordinance's history and asked for comments from the Board. With no further input offered, Commissioner Pennoyer motioned to approve Ordinance 2019-02, Commissioner Leonard seconded. The motion was unanimously approved.

Resolution 2018-07 Establishing Town Events Committee: The Clerk read aloud the introduction for the Resolution. Commissioner Pennoyer motioned to approve Resolution 2018-07, Commissioner Leonard seconded. The motion was unanimously approved.

Resolution 2018-08 Establishing Town CERT: The Clerk read aloud the introduction for the Resolution. Commissioner Pennoyer motioned to approve Resolution 2018-08, Commissioner Leonard seconded. The motion was unanimously approved.

Resolution 2019-05 Town Hall Facility Regulations and Use: The Clerk read aloud the introduction for the Resolution. Commissioner Leonard motioned to approve Resolution 2018-08, Commissioner Pennoyer seconded. The motion was unanimously approved.

Ordinance 2019-03 Establishing FY20 Tax Levy Rates: The President noted that there has not been an increase for commercial and utility tax rates for 40 years, adding that the tax rate for residential will remain the same. The Clerk read aloud the introduction for the ordinance that was introduced on April 16, 2019. Commissioner Pennoyer motioned to approve Ordinance 2019-03, Commissioner Leonard seconded. The motion was unanimously approved.

Ordinance 2019-04 Town Operating Budget for FY2020: The Clerk read aloud the introduction for the ordinance and noted where to find the Department line item totals and tax rates. The President noted that there will be an increase in parking and grant revenues, and urged citizens to read through carefully and prepare their comments and questions for the next Board Work Session on May 28th.

A resident asked if the Work Session would be open for public comment, to which the Board confirmed that public input will be allowed. Another resident asked if the Town needed an Ethics Committee now that it has a much larger budget over \$1M? The President said the Board will follow-up with research.

General/Administration issues: Clerk Williams read aloud the Mosquito Spraying Schedule and related information received from the Department of Agriculture via email on May 9, 2019. Spraying will occur on Mondays starting on May 29, 2019 and will end around September 17, 2019. The Clerk advised citizens that more information could be gotten from the Department of Agriculture website online.

Chief Beavers presented a Certificate of Appreciation and Honorary Membership to President Turner and the Board of Town Commissioners for their continued support of the MVFD and the community at large.

Public Comment

A resident expressed displeasure with the size of the FY2020 Town Operating Budget given the small size and population of the Town. Concerns included: 1.) Parking meter rates too high; 2.) Business owners treated unfairly; 3.) Grant funds can't be used for Operating Budget; 4.) Salaries too much; 5.) Budget changes will make this a different Town; and, 6.) Resident feedback is suppressed.

President Turner addressed the resident's concerns and shared her vision of the Town's future. A discussion ensued that included topics ranging from transparency, to professional behavior, to race relations history in local government.

Board to enter Closed Session

President Turner asked for a motion to close the Work Session, under statutory authority to close session General Provisions Article §3-305(b) Paragraphs (7), (10)(ii), and (14), to discuss confidential and pending litigation, public security and contracts respectively. Commissioner Leonard motioned to approve the Board to go into closed session, Commissioner Pennoyer seconded. With all in favor, the March Regular Town Meeting was closed to the public at 8:46 p.m. A "Written Statement for Closing a Meeting Under the Open Meetings Act"—Appendix C, was prepared by the Clerk and signed by the Presiding Officer, President Tonga Turner, and posted on the outer door of the Board meeting room.

Reopening of Regular Town Meeting

The closed session was adjourned at 9:29 p.m. by unanimous vote of the Board. The President reopened the Work Session at 9:30 p.m. with a motion by Commissioner Leonard, seconded by Commissioner Pennoyer. She noted that all present adhered to the topics of discussion as outlined at the closing of the Work Session on Appendix C, and noted that Chief-of-Staff Snyder, Finance Director Morgan and UMPD Chief Burse were also in attendance in the closed session.

Business (continued)

Parking Contractor: The President asked for a motion to approve a quote for new parking meters throughout the Town, noting that cost estimates for new Town meters on Governor Oden Bowie and Judges Drives were embedded in the overall quote of \$104,875.10. Commissioner Leonard motioned to approve the contract, Commissioner Pennoyer seconded. The motion was unanimously passed.

Adjournment

President Turner made a motion to adjourn, Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 9:32 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

