

# Town of Upper Marlboro

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

## Work Session Minutes

Tuesday, February 26, 2019 - 7:00 p.m.

Approved

### Call to Order

- Meeting was brought to order at 7:00 p.m.
- Roll Call – President Tonga Turner; Commissioner Wanda Leonard; Commissioner Linda Pennoyer; Town Clerk M. David Williams, Chief David Burse; and Chief of Staff Kyle Snyder.
- Pledge of Allegiance

### Reports

Commissioner Pennoyer: CSA23LC is having a meeting tonight to discuss their involvement with the 2019 Marlboro Day Festival, and their planning for the National Night Out event in August. She has asked the team's leader, Delton Turman, to be kept informed of the discussions.

Commissioner Leonard: Reported that she and Chief of Staff Snyder are continuing to prepare for their joint workshop presentation on CERT at the 2019 MML Summer Conference. Also will be meeting with Judge Adams tomorrow as part of the James H. Taylor Academy committee.

President Turner: Announced that Greenwill Consulting will be making a presentation following her report. She then delivered updates on the following topics: 1.) Relocation of 5 school bus stops from MD Rte 725 into the Spring Branch Drive neighborhood; 2.) Received \$25K State grant for Public Safety & Public Works Departments improvements; 3.) PGC Chamber of Commerce have signed an agreement to begin establishment of Upper Marlboro Branch; 4.) Attended the first ever County Executive's Municipal Leaders Breakfast—Co. Exec. Alsobrooks discussed Economic Development, and acknowledged parking issues in the Town; 5.) Downtown Redevelopment RFP is out—need County as partner; and, 6.) Attended the last PGCMA Meeting, discussion included using Public Art installations in Redevelopment planning.

### Business

- 1) Legislative Update: Mr. Ivan Lanier, President of Greenwill Consulting Group, delivered a Power Point presentation reviewing their work with County, State and Federal personnel and agencies on behalf of the Town.
- 2) Committee Legislation: Upon Town Counsel advice, Clerk Williams recommended an enabling ordinance was needed in order to pass the current Establishing Committees Resolutions. The "catch-all" ordinance will also enable any other future committees that are formed.
- 3) Resolution 2019-01: Food Truck Fees—DRAFT 2: There was no public comment at this time. It was noted that the Resolution will be voted on at the March Town Meeting.
- 4) Resolution 2019-02: New Rules of Order—DRAFT 1: It was noted that discussion of this Resolution was tabled at the February Town Meeting. Chief of Staff Snyder recommended the passage date be moved to the April Town Meeting to allow proper time for citizen input via the website posting. There was no additional public comment at this time.
- 5) Resolution 2019-03: Setting Fees Schedule—DRAFT 2: The President asked for a final review to include any fees not currently listed. The Board discussed adding Conference Room rental rates. It was noted passage is scheduled for the March Town Meeting.
- 6) Public Information Act Request package—DRAFT 3: A final review will be done by the Town's legal counsel before final adoption at the March Town Meeting.
- 7) FY18 Budget Amendment/correction: A minor correction to the FY2019 Budget Amendment, passed at the February Town Meeting, was presented to the Board for approval.

Commissioner Penoyer motioned to approve the correction as presented, and Commissioner Leonard seconded the motion. With all in favor, approval for the correction was unanimous.

8) General/Administration issues: There were no additional issues brought before the Board at this time.

**Adjournment**

Commissioner Leonard motioned to adjourn, Commissioner Penoyer seconded. With all in favor, the meeting was adjourned at 8:58 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk/Administrator

