



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL**

**UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET**

7:30 p.m.

February 13, 2017

MINUTES

1. CALL TO ORDER: Mayor Lenford Carey at 7:30 p.m.

Present: Mr. Thompson, Mr. Gekas, Mr. Hess, Ms. Verrill, Mr. Caskey, Mr. Cron, Mr. Alvarez
Absent: None
Excused: None

2. PLEDGE OF ALLEGIANCE was led by Mr. Thompson

3. APPROVAL OF THE AGENDA

Moved by: Mr. Cron **Seconded by:** Mr. Alvarez
Yea: 7 **Nay:** 0 **Abstain:** 0

4. PRESENTATIONS

- A.** Mr. David Brosch introduced Mr. Doug Alexander, a resident of Cheverly, MD. Mr. Alexander discussed supporting efforts to expand the compost pilot program on an ongoing basis with a goal of town-wide organic waste pickup. The goal is to reach a zero-waste program. This means a mandatory program where every household is composting, recycling, and minimizing landfill. If this goal is adopted, Mr. Alexander is willing to supply at least \$5,000 in matching grant funds to support University Park's effort. For more information on composting visit: www.backyardcomposting.org
- B.** Councilmember Roy Alvarez introduced Chair of the Committee on Trees, Parks and Environment Mr. Chris Aubry. Mr. Aubry distributed and explained the Committee's 2016 Annual Report. A discussion continued on the possibility of combining the Stream Committee and Green Team with the Committee on Trees, Parks and Environment. Mayor Carey said he would like to pursue the offer of satellite imagery from the University of Maryland. This could help with guiding the programs in terms of where and what type of trees to plant. Concerns were expressed on the amount of trees that were removed by Pepco on public and private property.

5. PUBLIC COMMENT

- A resident said that sustainability is long term and because the Town will be certified every three years, there is a need for the continuation of the Green Team or some environmental group to work toward the goals of the sustainability plan.
- A suggestion was made for the Town to purchase the empty lot on Pineway and possibly use it as a park.

6. NEW BUSINESS

A. ARBOR DAY PROCLAMATION

Motion: To approve adopting a Town Arbor Day Proclamation and to designate Friday, April 28, 2017 as Arbor Day in University Park.

Moved by: Mr. Cron **Seconded by:** Mr. Gekas
Yea: 7 **Nay:** 0 **Abstain:** 0

B. ORDINANCE 17-O-01 TO AMEND SECTIONS 12.1, PAY POLICY DURING WEEKENDS, HOLIDAYS, CLOSURE OR DISMISSAL, 13.1 - ANNUAL LEAVE ACCRUAL AND 13.1.2, ANNUAL LEAVE ACCUMULATION (*Introduction*)

Motion: To approve the introduction of Ordinance 17-O-01 to authorize department heads to elect to permanently receive authorized sick leave as annual leave, to authorize department heads to permanently convert annual leave in excess of 240 hours to sick leave, and to revise hourly pay for Sundays and holidays.

Moved by: Mr. Thompson **Seconded by:** Ms. Verrill
Yea: 7 **Nay:** 0 **Abstain:** 0

The earliest this may be considered is at the March 6, 2017 Council meeting.

C. BUDGET ADJUSTMENTS (*Introduction*)

Motion: To approve the introduction of the budget adjustments as recommended by the Town Treasurer in the February 9, 2017 memo to the Mayor and Council.

| <u>Account Name</u> | <u>Increase</u> | <u>Decrease</u> |
|----------------------------------|-----------------|-----------------|
| <u>General Government</u> | | |
| Building Maintenance | 4,000.00 | |
| Office Expense | 2,000.00 | |
| Legal | | 6,000.00 |
| Prior Years Surplus | 44,708.00 | |
| Unreserved Fund Balance | 44,708.00 | |
| <u>Police</u> | | |
| Medical Exams | 800.00 | |
| Police Vehicle Maintenance | 2,000.00 | |
| Computers | | 800.00 |
| Small Equipment | | 2,000.00 |
| <u>Public Works</u> | | |
| Bike Grant Revenue | 87,500.00 | |
| Bike Roadway Project | 87,500.00 | |
| Vehicle Maintenance | 15,000.00 | |
| Street Tree Maintenance | 10,000.00 | |
| Park Tree Maintenance | 5,000.00 | |
| Tools & Supplies | 2,000.00 | |
| Work Storage Space | 2,000.00 | |
| Uniforms | 1,000.00 | |
| Public Works Salaries | | 15,000.00 |
| Public Works Taxes & Benefits | | 20,000.00 |

*** Budget transfers require 5 votes.**

Moved by: Mr. Thompson **Seconded by:** Mr. Hess
Yea: 7 **Nay:** 0 **Abstain:** 0

The earliest this may be considered is at the March 6, 2017 Council meeting.

7. APPROVAL OF MINUTES: *February 6, 2017* as amended.

Moved by: Mr. Alvarez **Seconded by:** Mr. Cron
Yea: 7 **Nay:** 0 **Abstain:** 0

8. DEPARTMENT AND COUNCIL REPORTS

A. MAYOR'S REPORT

- At the last meeting, Council approved Washington Suburban Sanitary Commission's (WSSC) special utility permit for the Adelphi Road project. University Park was notified that the original project would be extended along Adelphi Road and encompass Wells Parkway and there is a traffic loop in that location. As a result, the original permit was amended with the provision that the traffic loop is replaced in kind.
- Treasurer Dan Baden reported that University Park is slated for approval in the Governor's budget proposal from the Department of Natural Resources to receive a Community Parks and Playground Program grant in the amount of \$262,000. This is likely, but will not be official until the state budget is signed by the Governor. University Park will be notified with the decision in July. Mayor Carey asked that the Council select a site for the playground at the March 6 Council meeting. Mayor Carey asked that the Committee on Public Facilities and Services schedule a meeting prior to the Council meeting and that they can expect a recommendation from them in terms of a site. Assuming the grant is awarded, the hope is to put this out to bid by early April and to have the playground project done this year.
- Mayor Carey has been doing a round of meetings with county and state officials and with neighboring municipalities about bike share and other issues in order to move forward and get things done.
- Mayor Carey has been communicating with the County regarding the clearing on Belcrest Road. He's organizing a field meeting with state and county officials, as well as, local citizens and the County Councilmember.

B. COUNCIL AND COMMITTEE REPORTS

Public Facilities and Services Committee - Mr. Gekas

Next meeting scheduled for Thursday, February 23, 2017 at 7:00 p.m. at Town Hall to address the site for the playground as requested by the Mayor in his report.

Police, Traffic and Public Safety Committee - Mr. Alvarez

The Committee met on February 1, 2017. The minutes of the meeting were distributed.

Topics discussed:

- At the next Council meeting, a motion will be presented to address the safety concerns at the intersection of Sheridan Street and Baltimore Avenue.
- The Committee plans to have a site meeting with the homeowners on Clagett-Pineway to discuss the placing of a sidewalk.

- Parking restrictions on 44th and 43rd and East West Highway.
- A motion will be presented requesting a letter be written to the Principal of Northwestern High School requesting more focus on lowering their truancy rate.
- A motion will be presented requesting stop bars be placed at the stop signs near the intersection of Wells Parkway and Van Buren Street.

Mr. Thompson stated Mayor Carey is requesting a traffic study for Ward 1 due to the likely increased traffic from the Whole Foods area and 7-Eleven.

Mr. Thompson said that the Council can expect a copy of the sustainable action plan this month and asked that Council review the document, and forward any comments to him.

C. REPORT FROM THE TOWN ATTORNEY ~ *Suellen Ferguson*

Not present.

D. REPORT FROM THE TOWN CLERK ~ *Tracey Toscano*

- The request for proposals (RFP) for the Town website has been sent out. Mayor Carey hopes to have a new website by June 2017.
- The Town Election is scheduled for Monday, May 2, 2017 from 8 a.m. to 8 p.m. at the Word of God Baptist Church. The deadline to file as a candidate is 5 p.m. on Monday, April 3.
- The annual Maryland Municipal League convention is scheduled for June 25-28, 2017.

E. REPORT FROM THE TOWN TREASURER ~ *Dan Baden*

January 2017 Treasurer's Report was distributed.

F. REPORT FROM THE DIRECTOR OF PUBLIC WORKS ~ *Michael Beall*

- Athletic turf and seed will be placed on the soccer field by the end of the week.
- A pine tree uprooted on College Heights Drive due to the high winds.
- Victor Umanzor is the new supervisor for the Public Works Department.
- Mr. Beall plans to install a new practice wall on the Queens Chapel tennis court. He would like to consult with the American Tennis Courts to discuss placement of the wall to minimize noise.
- In reference to the water issue under the tennis court, no drain of any sort was found. The County has an interest in doing a stormwater Best Management Practice (BMP) adjacent to the Queens Chapel tennis court, this project may help with some of the water issues at the tennis court.

G. REPORT ON POLICE DEPARTMENT ACTIVITIES ~ *Chief Wynnyk*

January 2017 Crime Report was distributed.

- The department is working with the Code Enforcement Officer in getting yards cleaned up.
- Chief is still recruiting a police officer for the department

9. ADJOURNMENT by consent at 9:20 p.m.

Submitted by: _____

Lenford C. Carey, Mayor