



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET
7:30 p.m.
January 6, 2020
MINUTES**

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

Present: Mr. Brosch, Mr. Schultz, Ms. Morrissey, Ms. Verrill, Mr. Caskey, Ms. Wells,
Mr. Stephen (arrived at 7:31 p.m.)
Absent: None
Excused: None

2. PLEDGE OF ALLEGIANCE was led by Mayor Carey.

3. APPROVAL OF THE AGENDA

Moved by: Mr. Caskey

Seconded by Ms. Verrill

Yea: 6

Nay: 0

Abstain: 0

4. CONSENT AGENDA

Motion: To approve the following consent agenda item.

Moved by: Ms. Morrissey

Seconded by: Ms. Wells

Yea: 7

Nay: 0

Abstain: 0

A. BUILDING PERMIT APPLICATION TO INSTALL A DECK

(Maria Palmisano, 6715 44th Avenue) Ward 3

To install an 18'x 19' open deck with stairs at rear of the house located on Lot 26, Block 15 and Section 3 at 6715 44th Avenue.

5. PERMITS

A. BUILDING PERMIT TO INSTALL A SUMP PUMP (Larry and Jill Clements, 6914 Oakridge Road) Ward 5

Motion: To consider the request for a building permit to install a sump pump in the garage located on Lot 12 and 13 and Block D at 6914 Oakridge Road.

Moved by: Mr. Caskey

Seconded by: Ms. Morrissey

Yea:

Nay:

Abstain:

Neighbors shared concerns of flooding on their property due to the placement of the sump pump discharge pipe and other water runoff from the Clements property. They shared photos of their yard.

Motion: To continue the motion for 90 days with the provision that the sump pump remain in place and operating and that within that 90-day period the Town will hire a consulting engineer to give a report on the drainage field of the sump pump. We need to know whether or not the continued maintenance of the waterproofing system is changing the natural flow of water in a manner adversely affecting adjoining properties.

Moved by: Mr. Caskey

Seconded by: Mr. Brosch

Yea: 7

Nay: 0

Abstain: 0

6. PUBLIC COMMENT

- A University Park resident working for the 2020 Census encouraged Town residents to apply for a position with the 2020 Census in Prince Georges County. The hours are flexible and the pay is \$22.50 per hour. The application can be found online.
- A resident asked for a clear explanation of the proposed parking restrictions for Underwood Street near the school.

7. CONTINUING BUSINESS

A. PART-TIME TOWN ADMINISTRATOR JOB DESCRIPTION

Motion: To approve the job description for Town Administrator as amended, with salary and benefits within the budget line item for fiscal year 2020.

Moved by: Ms. Verrill

Seconded by: Mr. Stephen

Yea: 7

Nay: 0

Abstain: 0

Motion: To authorize the Mayor to recruit a part-time Town Administrator to be appointed by the Mayor with the approval of the Council.

Moved by: Ms. Verrill

Seconded by: Mr. Caskey

Yea: 6

Nay: 1 (Brosch)

Abstain: 0

Note: In response to questions from the Council, Mayor Carey said that some Councilmembers will sit on the panel for the hiring process of the Town Administrator, and the full Council will do the final set of interviews. The salary range for the position will be available before the job description is advertised.

8. NEW BUSINESS

A. INTRODUCTION OF LEGISLATIVE RESOLUTION 2020-O-01: RESTRICTED PARKING AND RESTRICTED ENTRY ALONG UNDERWOOD STREET AND QUEENS CHAPEL ROAD NEARBY UNIVERSITY PARK ELEMENTARY SCHOOL (*Introduction*)

Motion: To approve introduction of Legislative Resolution 2020-O-01 to amend Town Code, Chapter 9 to restrict parking on the east (Baltimore Ave.) side of Queens Chapel Road for 95 feet north of Underwood, and on the south (Wells Run) side of Underwood for 93 feet east of Queens Chapel Road, Monday through Friday 7 a.m. to 9 a.m., and also prohibit entry onto Underwood eastbound (towards Baltimore Ave.) from Queens Chapel Road during those same hours as recommended by the Police, Traffic and Public Safety Committee.

The earliest date this motion may be considered for passage is February 3, 2020.

Moved by: Mr. Schultz

Seconded by: Ms. Wells

Yea: 7

Nay: 0

Abstain: 0

B. MOTORIST SAFETY AT SHERIDAN STREET AND BALTIMORE AVENUE INTERSECTION

Motion: To approve the coordination by the Mayor and town staff with Mr. Dolen, homeowner at 6400 Baltimore Avenue, to remove the visual obstructions at the front of his property in a manner that will make the intersection safer for motorists exiting Sheridan Street onto Baltimore Avenue in a southbound direction.

Moved by: Mr. Brosch

Seconded by: Mr. Caskey

Yea: 5

Nay: 2 (Wells, Schultz) **Abstain:** 0

9. APPROVAL OF MINUTES: *December 16, 2019*

Moved by: Ms. Verrill

Seconded by: Ms. Morrissey

Yea: 6

Nay: 0

Abstain: 1 (Wells)

Note: It was noted that the Animal Control hearing described as on January 8 has been rescheduled for February 12.

10. MAYOR AND COUNCIL REPORTS

A. MAYOR'S REPORT

- Mayor Carey will be away from January 23-27, returning on January 27 through Chicago. The Mayor Pro Tem, Ms. Wells, will also be absent. Therefore, in case there is a delay and the Mayor is not able to make the January 27 Council meeting, the Council will need to appoint someone to preside.
- Elected Representative from the School Board Ms. Pamela Boozer-Strother will give a presentation at the January 27 Council meeting. Ms. Morrissey was asked to lead Council discussion after the presentation. Mayor Carey invited Ms. Morrissey to join him and Ms. Boozer-Strother for coffee to discuss items of interest that the Town has expressed.

B. COUNCIL AND COMMITTEE REPORTS

Development Overview Committee - Ms. Wells

The Committee will not meet in January.

11. ADJOURNMENT by consent at 10:06 p.m.

Submitted by: _____
Lenford C. Carey, Mayor