



**MEETING OF  
UNIVERSITY PARK MAYOR AND COMMON COUNCIL  
VIRTUALLY VIA ZOOM  
7:30 p.m.  
April 6, 2020  
MINUTES**

**The Council meeting was conducted via video and telephone conference.**

*A closed session was called at 5 p.m. to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluations of appointees, employees, or officials over whom it has jurisdiction; or (ii) any other personnel matter that effects one or more specific individuals.*

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

**Present:** Mr. Brosch, Mr. Schultz, Ms. Morrissey, Ms. Verrill, Mr. Caskey, Ms. Wells and Mr. Stephen  
**Absent:** None  
**Excused:** None

**2. PLEDGE OF ALLEGIANCE – Mayor Carey**

**3. APPROVAL OF THE AGENDA**

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Stephen

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**4. CONSENT AGENDA**

**Motion:** To approve the following consent agenda item.

**Moved by:** Ms. Morrissey

**Seconded by:** Mr. Caskey

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**A. BUILDING PERMIT APPLICATION TO REPLACE EXISTING DRIVEWAY AND WALKWAY**

**(Lloyd and Veronica Hutchinson, 4431 Underwood Street) Ward 3**

*To replace existing 10'x 32' driveway and 4'x 20' walkway, located on Lot 13, Block 11 and Section 3 at 4431 Underwood Street.*

**5. PERMITS**

**A. BUILDING PERMIT FOR WATERPROOFING INCLUDING SUMP PUMP  
(Larry and Jill Clements, 6914 Oakridge Road) Ward 5**

**Motion:** To approve the request for a building permit for interior and exterior waterproofing and subfloor pressure relief system including a sump pump in the garage located on Lot 12 and 13 and Block D at 6914 Oakridge Road.

Note: This application was continued from the January 6, 2020 Council meeting.

**Moved by:** Mr. Caskey

**Seconded by:** Ms. Wells

**Yea:** 6

**Nay:** 1

**Abstain:** 0

<b>Roll Call Vote:</b>	Mr. Brosch	Nay
	Mr. Schultz	Yea
	Ms. Morrissey	Yea
	Ms. Verrill	Yea
	Mr. Caskey	Yea
	Ms. Wells	Yea
	Mr. Stephen	Yea

**6. PUBLIC COMMENT**

*(Residents made the following comments. Responses from Councilmembers, the Mayor or staff are italicized.)*

- A resident said a promise was made several years ago to replace the Van Buren Street bridge and it should be kept. The cost of installation will increase with inflation so the decision of installing the bridge now should be reconsidered.
- A representative from the Hyattsville Middle School asked the Town of University Park to support a grant request that has been made to fund a green learning space at Hyattsville Middle School. This will give the children an opportunity to have an outdoor classroom.
- A resident expressed concern that the Council will vote on an Interim Town Administrator yet the residents have not seen a resume or any identifying data. The resident asked what will be done about sharing this information before a vote is made? *Background information and highlights from Mr. Deutsch's resume was shared regarding the Interim Town Administrator position.*
- A resident asked if the proposed Town Administrator is a local man? *Not anymore, he resides in Ocean Pines, MD. He will work 20 hours a week. When the Council is meeting, he will arrive Monday afternoon and leave at the end of Wednesday.*
- A resident said that he also supports the installation of the Van Buren bridge. He looks forward to future discussion on this topic.

**7. NEW BUSINESS**

**A. INTRODUCTION OF LEGISLATIVE RESOLUTION 20-O-04: FISCAL YEAR 2021 BUDGET  
(Introduction)**

**Motion:** To approve the introduction of Legislative Resolution 20-O-04: Fiscal Year 2021 Budget.

*The earliest date this motion may be considered for passage is May 18, 2020.*

**Moved by:** Mr. Caskey

**Seconded by:** Ms. Verrill

**Yea:** 7

**Nay:** 0

**Abstain:** 0

Presentation by Mayor Carey and Staff.

**B. APPOINTMENT OF TOWN SUPERVISOR OF ELECTIONS**

**Motion:** To approve the appointment of Stephanie Herold as Supervisor of Elections and appoint Ms. Herold as Chairman, per Section 502 of the Town Charter.

**Moved by:** Mr. Caskey

**Seconded by:** Mr. Schultz

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**C. APPOINTMENT OF INTERIM TOWN ADMINISTRATOR**

**Motion:** To approve the appointment of David Deutsch as Interim Town Administrator on a part-time basis for the period of April 13 through December 31, 2020, and to authorize the Mayor to negotiate and sign a contract with Mr. Deutsch in substantially the form as proposed.

**Moved by:** Ms. Wells

**Seconded by:** Mr. Stephen

**Yea:** 6

**Nay:** 1

**Abstain:** 0

**Roll Call Vote:** Mr. Brosch                      Nay

Mr. Schultz                      Yea

Ms. Morrissey                      Yea

Ms. Verrill                      Yea

Mr. Caskey                      Yea

Ms. Wells                      Yea

Mr. Stephen                      Yea

**Motion:** To put the current negotiations on pause and re-advertise the position for a more local person.

**Moved by:** Mr. Brosch

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

**Motion failed due to the lack of a Second.**

**D. APPROVE CONTRACT COST WITH NZI FOR REPAIR OF TOWN STREETS AND SIDEWALKS**

**Motion:** To approve the revised contract cost with NZI Construction Corporations for an amount not to exceed \$1,714,814.25 to repair concrete and asphalt infrastructure on streets impacted by the WSSC CHE Water Main Replacement Project, as well as sidewalk repairs needed on various streets throughout town.

**Moved by:** Mr. Schultz

**Seconded by:** Ms. Wells

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**E. APPROVE INSTALLATION OF VAN BUREN BRIDGE**

**Motion:** At the recommendation of the Mayor and the Director of Public Works, to proceed with the construction of the Van Buren Street pedestrian bridge and award the contract to the lowest bidder to Franco’s Liberty Bridge, Inc., 6426 Aaron Lane, Clinton, MD 20735, for the amount of \$88,556 to build and install the Van Buren Street pedestrian bridge, and to direct the Mayor and Town Attorney to negotiate and sign a contract.

**Moved by:** Ms. Verrill

**Seconded by:** Ms. Wells

**Yea:**

**Nay:**

**Abstain:**

**Motion:** To continue the motion until Council receives a memo from Mayor Carey which states all of the monies laid out and it should be completely transparent as to the timeline, the changes and the costs.

**Moved by:** Ms. Verrill

**Seconded by:** Ms. Wells

**Yea:** 6

**Nay:** 1

**Abstain:** 0

<b>Roll Call Vote:</b>	Mr. Brosch	Yea
	Mr. Schultz	Yea
	Ms. Morrissey	Yea
	Ms. Verrill	Yea
	Mr. Caskey	Nay
	Ms. Wells	Yea
	Mr. Stephen	Yea

**F. LETTER OF SUPPORT FOR DEWEY DEVELOPMENT PROJECT**

**Motion:** To authorize the Mayor to write and send a letter to the Maryland-National Capital Park and Planning Commission (M-NCPPC) in substantially the form provided in support of the Detailed Site Plan for the Dewey Property.

**Moved by:** Ms. Wells

**Seconded by:** Mr. Brosch

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**8. APPROVAL OF MINUTES: *March 16, 2020***

**Moved by:** Ms. Verrill

**Seconded by:** Ms. Wells

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**9. APPROVAL OF CLOSED SESSION MINUTES: *March 16, 2020***

**Moved by:** Ms. Wells

**Seconded by:** Mr. Schultz

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**10. APPROVAL OF SPECIAL SESSION MINUTES: *March 25, 2020***

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Stephen

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**11. APPROVAL OF CLOSED SESSION MINUTES: *March 25, 2020***

**Moved by:** Mr. Schultz

**Seconded by:** Ms. Wells

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**12. DEPARTMENT AND COUNCIL REPORTS**

**A. MAYOR'S REPORT**

- The number of reported cases of coronavirus in Maryland is 4,045 and 91 deaths. The approach that is being taken at Town Hall is to keep everyone healthy and working. The department heads are teleworking and communicating daily on video conference calls. Chief Baker has obtained masks and goggles for all the employees. The police officers are enforcing social distancing.
- The infrastructure project to repair and repave Town streets and sidewalks will begin approximately May 1.

**B. COUNCIL AND COMMITTEE REPORTS**

**Ms. Verrill - Ward 4**

- Ms. Verrill thanked Mayor Carey and his staff for their leadership and the level of communication at Town Hall.
- A constituent of hers who is opposed to the temporary closing of the tennis courts has asked for an update. *The University Park police have been advised to talk to the residents and remind them of the Governor's declaration on social distancing on activities outside their home.*

**Sustainability Committee - Mr. Schultz**

- The Committee recently received the draft report from University of Maryland graduate student Christoph Beaumier on developing a conceptual plan for the Town park. A copy of this report will soon be circulated to the Council.

**Development Overview Committee - Ms. Wells**

- The Landy Property has filed for its Detailed Site Plan and plan to go to the Planning Board on April 30.

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

**No report.**

**D. REPORT FROM THE TOWN CLERK ~ *Andrea Marcavitch***

**No report.**

**E. REPORT FROM THE CHIEF OF POLICE ~ *Chief Baker***

**No report.**

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

**No report.**

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

- A Little Free Library has been installed at the intersection of Chancery and Wells. *A Councilmember asked to recognize Sarah Elder, Ward 7 who was the guiding force behind the library.*
- Engineered wood fiber (mulch) was placed in the Tot Lot and the playground on Wells Parkway.
- Signs will be placed throughout the park encouraging social distancing.
- Street sweeping recently took place and there will be another sweep before the end of the fiscal year.
- The PEPCO Vegetation Management Plan has begun.
- WSSC contractors have completed all of the concrete work with the exception of an area along Queens Chapel Road near the school. The soil and seed restoration will soon take place in various locations but primarily on Van Buren and Woodberry.

**13. ADJOURNMENT** by consent at 10:02 p.m.

Submitted by: \_\_\_\_\_

Lenford C. Carey, Mayor

## Public Record of Closed Session

Motion: To close public meeting	Motion: To adjourn closed session
Moved by: Mr. Stephen      Seconded by: Ms. Wells	Moved by: Ms. Wells      Seconded by: Ms. Verrill
Yea: 7      Nay: 0      Abstain: 0	Yea: 7      Nay: 0      Abstain: 0

TIME: 5:05 p.m.

DATE: April 6, 2020

PLACE (IF OTHER THAN TOWN HALL): Via Zoom - video and phone conference call

PERSONS PRESENT: Ms. Morrissey, Mr. Caskey, Mayor Carey, Ms. Verrill, Mr. Brosch, Ms. Wells

Mr. Stephen, Mr. Baden (Treasurer), Mr. Schultz, Ms. Marcavitch (Town Clerk) and Ms. Ferguson (Town Attorney)

AUTHORITY FOR CLOSING SESSION:

THE COUNCIL VOTED TO MEET IN CLOSED SESSION UNDER THE FOLLOWING PART(S) OF SECTION 10-508 TO:

- 1) DISCUSS (I) THE APPOINTMENT, EMPLOYMENT, ASSIGNMENT, PROMOTION, DISCIPLINE, DEMOTION, COMPENSATION, REMOVAL, RESIGNATION OR PERFORMANCE EVALUATIONS OF APPOINTEES, EMPLOYEES, OR OFFICIALS OVER WHOM IT HAS JURISDICTION; OR (II) ANY OTHER PERSONNEL MATTER THAT AFFECTS ONE OR MORE SPECIFIC INDIVIDUALS; OR
- 2) PROTECT THE PRIVACY OR REPUTATION OF INDIVIDUALS WITH RESPECT TO A MATTER NOT RELATED TO PUBLIC BUSINESS; OR
- 3) CONSIDER THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE AND MATTERS DIRECTLY RELATED THERETO; OR
- 4) CONSIDER A MATTER THAT CONCERNS THE PROPOSAL FOR A BUSINESS OR INDUSTRIAL ORGANIZATIONS TO LOCATE, EXPAND OR REMAIN IN THE STATE; OR
- 5) CONSIDER THE INVESTMENT OF PUBLIC FUNDS; OR
- 6) CONSIDER THE MARKETING OF PUBLIC SECURITIES; OR

- 7) CONSULT WITH COUNSEL TO OBTAIN LEGAL ADVICE; OR
- 8) CONSULT WITH STAFF, CONSULTANTS, OR OTHER INDIVIDUALS ABOUT PENDING OR POTENTIAL LITIGATION; OR
- 9) CONDUCT COLLECTIVE BARGAINING NEGOTIATIONS OR CONSIDER MATTERS THAT RELATE TO NEGOTIATIONS; OR
- 10) DISCUSS PUBLIC SECURITY, IF THE PUBLIC BODY DETERMINES THAT PUBLIC DISCUSSION WOULD CONSTITUTE A RISK TO THE PUBLIC OR TO PUBLIC SECURITY, INCLUDING:
  - (i) DEPLOYMENT OF FIRE AND POLICE SERVICE AND STAFF; AND
  - (ii) THE DEVELOPMENT AND IMPLEMENTATION OF EMERGENCY PLANS;
- 11) PREPARE, ADMINISTER, OR GRADE A SCHOLASTIC, LICENSING, OR QUALIFYING EXAMINATION; OR
- 12) CONDUCT OR DISCUSS AN INVESTIGATIVE PROCEEDING ON ACTUAL OR POSSIBLE CRIMINAL CONDUCT; OR
- 13) COMPLY WITH A SPECIFIC CONSTITUTIONAL, STATUTORY, OR JUDICIALLY IMPOSED REQUIREMENT THAT PREVENTS PUBLIC DISCLOSURES ABOUT A PARTICULAR PROCEEDING OR MATTER; OR
- 14) BEFORE A CONTRACT IS AWARDED OR BIDS ARE OPENED, DISCUSS A MATTER DIRECTLY RELATED TO A NEGOTIATING STRATEGY OR DISCLOSURE WOULD ADVERSELY IMPACT THE ABILITY OF THE PUBLIC BODY TO PARTICIPATE IN THE COMPETITIVE BIDDING OR PROPOSAL PROCESS.

LIST OF TOPICS DISCUSSED: Interim Part-Time Town Administrator contract, duties and costs.

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ACTIONS TAKEN: No actions taken.  
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MEETING ADJOURNED: 6:04 p.m.

SIGNED: *Lenford C. Carey*