

**MEETING OF  
UNIVERSITY PARK MAYOR AND COMMON COUNCIL  
VIA VIDEO AND AUDIO CONFERENCE**

**7:30 p.m.**

**May 17, 2021**

**MINUTES**



**1. CALL TO ORDER: *Mayor Carey***

**Present:** Mr. Biermann, Mr. Schultz, Ms. Morrissey (arrived at 7:35 p.m.), Ms. Verrill, Mr. Caskey,  
Ms. Wells, Mr. Stephen

**Absent:** None

**Excused:** None

**2. PLEDGE OF ALLEGIANCE – was led by Mayor Carey.**

**3. APPROVAL OF THE AGENDA**

**Moved by:** Ms. Wells

**Seconded by:** Mr. Stephen

**Yea:** 6

**Nay:** 0

**Abstain:** 0

**4. APPROVAL OF MINUTES: *May 3, 2021***

**Moved by:** Ms. Wells

**Seconded by:** Mr. Schultz

**Yea:** 5

**Nay:** 0

**Abstain:** 1 (Verrill)

**5. APPROVAL OF PUBLIC CLOSED SESSION MINUTES: *May 3, 2021***

**Moved by:** Mr. Schultz

**Seconded by:** Ms. Wells

**Yea:** 5

**Nay:** 0

**Abstain:** 1 (Verrill)

**6. APPROVAL OF CONFIDENTIAL CLOSED SESSION MINUTES: *May 3, 2021***

**Moved by:** Mr. Caskey

**Seconded by:** Mr. Schultz

**Yea:** 5

**Nay:** 0

**Abstain:** 1 (Verrill)

## 7. CONSENT AGENDA

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

**Moved by:** Ms. Wells

**Seconded by:** Mr. Biermann

**Yea:** 6

**Nay:** 0

**Abstain:** 0

### A. BUILDING PERMIT APPLICATION TO EXTEND DOWNSPOUTS

**(Stephanie Simpson, 6709 40<sup>th</sup> Avenue) Ward 6**

*To extend and bury downspouts to outfall into a rain garden on Lot 5, Block 38 and Section 7 at 6709 40<sup>th</sup> Avenue.*

### B. BUILDING PERMIT APPLICATION FOR AN ADDITION WITH PORCH AND STOOP **(Jane Horvath and Marc Tartaro, 4323 Tuckerman Street) Ward 1**

*To add a 1-story 16'x20' addition with a 6'x 8' porch and 3' 8" stoop and renovations on cover sheet on Lot 27, Block 5 and Section 1 at 4323 Tuckerman Street.*

## 8. PUBLIC COMMENT

- A resident strongly supports the proposed FY2022 budget and encourages Council to pass the budget with the proposed amendments.
- A resident requested that the Town Administrator and Town History line items be removed from the FY2022 budget.
- A resident stated that the hiring of the Town Administrator was not a unanimous vote.
- A resident suggested ways to make the Town Government more open during virtual Council meetings.
- A resident asked Councilmembers not to vote to enlarge the Town Administrator position until a majority of residents approve.

## 9. MAYOR, COUNCIL, AND COMMITTEE COMMENTS AND REPORTS

### A. MAYOR'S REPORT – *Mayor Carey*

- Mayor Carey read Section 304(A) of the Town Charter regarding Public Comment at Council Meetings.

### B. COMMITTEE REPORTS AND COUNCIL COMMENTS

#### **Sustainability Committee - Mr. Schultz**

- The Tree Inventory Report from the students at the University of Maryland School of Information Science is complete and information on obtaining this report will be available soon.

#### **Ms. Morrissey - Ward 3**

- The Town must submit the FY2022 budget to the State of Maryland by the end of the month. Anyone who wants to discuss the Town Administrator's salary line item should email Ms. Morrissey at [lmorrissey@upmd.org](mailto:lmorrissey@upmd.org).

#### **Public Facility and Services Committee - Mr. Stephen**

The next meeting is scheduled for Thursday, May 20 at 7:30 p.m.

- Discussion will include the items associated with Town Hall.

**Mr. Biermann - Ward 1**

- In reference to “transparency” Mr. Biermann encourages residents to be added to his mailing list. He lets people know what is coming up at Council meetings and is always available for those who have comments.

**Development Overview Committee - Ms. Wells**

- The minutes from the May 13 meeting are on the website. Topics of discussion: the rezoning of the Landy Property and the Adelphi Road Sector Plan.

**Policy, Rules and Municipal Structure Committee - Ms. Verrill**

The next meeting is scheduled for Wednesday, May 19 at 7:00 p.m.

**10. CONTINUING BUSINESS**

**A. BUDGET ADJUSTMENTS – TRANSFER OF FUNDS (*Second Reading*)**

**Motion:** To adopt budget adjustments for Fiscal Year 2021 as recommended by the Town Treasurer in the April 29, 2021 memo to the Mayor and Council in the total amount of \$65,420.00, as reflected below.

<u>Account Name</u>	<u>Transfer from:</u>	<u>Transfer to:</u>
<b><u>General Government</u></b>		
Transit	7,070.00	
Employee Awards and Events		70.00
Administration Expense (Town Administrator)		7,000.00
<b><u>Police</u></b>		
Transit Cost (GG)	13,350.00	
Supplies and Manuals		1,000.00
Medical Exams		350.00
Mobile Data Terminals		12,000.00
<b><u>Public Works</u></b>		
Landfill	9,000.00	
Bridge Repairs	26,000.00	
Transit Cost	10,000.00	
Salaries		10,000.00
Work Storage		9,000.00
Fuel		4,000.00
Vehicle Maintenance		5,000.00
Street Tree Maintenance		5,000.00
Recycling		2,000.00
Town Hall Bathroom Renovations		10,000.00

The earliest this may be considered is at the May 17, 2021 Council meeting, as the total exceeds \$2,500.00.

**Moved by:** Ms. Wells

**Seconded by:** Ms. Verrill

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**B. ADOPTION OF LEGISLATIVE RESOLUTION 21-O-02: FISCAL YEAR 2022 BUDGET  
(Second Reading)**

**Motion:** To adopt Legislative Resolution 21-O-02: Fiscal Year 2022 Budget.

*The earliest date this motion may be considered for passage is May 17, 2021.*

**Moved by:** Mr. Caskey

**Seconded by:** Ms. Wells

**Yea:** 7

**Nay:** 0

**Abstain:** 0

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

**Motion:** To approve an amendment that incorporates the recommendations from the Town Administrator's Memorandum on May 14, 2021 on the Public Works pay plan adjustment to the FY2022 budget.

**Moved by:** Mr. Caskey

**Seconded by:** Ms. Wells

**Yea:** 7

**Nay:** 0

**Abstain:** 0

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

**Motion:** To amend the Town History line item to add back \$5,000 and to reduce the line item for Public Works Salaries by the same \$5,000.

**Moved by:** Ms. Verrill

**Seconded by:** Mr. Stephen

**Yea:** 7

**Nay:** 0

**Abstain:** 0

**11. ADMINISTRATOR AND DEPARTMENT REPORTS**

**A. REPORT FROM THE TOWN ADMINISTRATOR ~ *David Deutsch***

- The staff discussed possible uses of the American Rescue Plan dollars that the Town of University Park will receive from the Federal Government. A series of recommendations on how the funds ought to be used will be presented at the next Council meeting.

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

No report.

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

- On Tuesday, May 4, 2021, the Town held an election for Wards 2, 4, 5 and 6 with 1,258 registered voters in these Wards, 454 ballots were returned. The results of the election are as follows:
  - Ward 2 - Mary F. Gathercole (89), Joseph M. Schultz (49);
  - Ward 4 - Nathaniel I. Morgan, III (86), None of the Above (1), Void (30);
  - Ward 5 - David M. McGaughey (71), John R. Tabori (69), None of the Above (3), Void (1); and
  - Ward 6 - Martha Wells (54), Void (1).
- Summary of permits issued in the month of May: 5 building; 0 dumpster/POD and 0 vendor.
- Anyone who needs a University Park sticker and/or a parking permit should email Ms. Marcavitch or leave a voicemail message and arrangements will be made for a pick-up.

**D. REPORT FROM THE CHIEF OF POLICE ~ *Chief Harvey Baker***

No crime report.

Training:

- Avoiding a Media Firestorm: Crisis Communication
- On Wednesday, May 19 at 7 p.m., officers will be in ward 7 to continue with the “Walking Wednesday” event.
- Movie Night is scheduled for June 17 at 7 p.m. on the Town Field. There is more information on the Town website at [www.upmd.org/news](http://www.upmd.org/news)

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

April 2021 Treasurer’s Report was distributed.

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

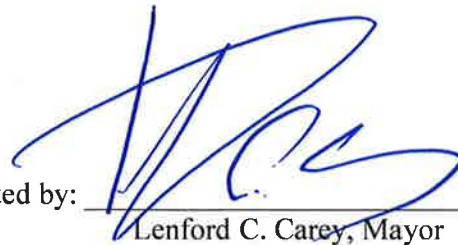
- Sidewalks will be marked in ward 2 for removal and replacement.

**G. ADDITIONAL COMMENTS ~ *Mayor Carey***

- Councilmembers will be sworn-in on the following dates:
  - Mr. David McGaughey of ward 5 on June 18 outside his home at 3:00 p.m.
  - Ms. Mary Gathercole of ward 2, Mr. Nathaniel Morgan of ward 4 and Ms. Martha Wells of ward 6 on June 21 at Town Hall at 6:00 p.m.

**12. ADJOURNMENT** by consent at 9:08 p.m.

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

  
Lenford C. Carey, Mayor