

**Hearing & Council Meeting of the Mayor and Town Council
Brentwood, Maryland 20722**

Meeting Minutes

February 3, 2016

Present:

Mayor Rocio Treminio-Lopez X
Vice Mayor Jeffrey Clark X, Council Member Tonya Harrison X
Council Member Regina Morlan X,
Council Member Victor Olano X,

Staff Present:

Town Administrator C. Reginald Bagley X
Chief of Police Robert Altoff X
Town Treasurer Shelley Gaylord X
Code Enforcement Officer Fern Williams X

I. Organization

Call to order 7:30

Roll Call

Moment of Silence/Pledge of Allegiance

Before approval of the agenda the Mayor read a statement about the recent snow storm. She heard a lot of positive things from the residents. She gave special thanks to Richard Welsh, Jose Machado, Donny Mathews, Jose Flores, Officer Anton Johnson and Sergeant Frolich, also Reggie Bagley for his efforts and staying at Town Hall during the event to help with the residents needs.

CM Harrison motion to approve the agenda **VM Clark** second. **Mayor Treminio-Lopez** wants to move the Holiday Contest winner up. **CV Clark** wants to skip the council meeting report and bring it up at the next meeting. All in favor-all voted yes.

Announcement of holiday winners by Town Administrator

Guest Speaker: Bob Disc of Lindsey Associates, LLC

Bob Disc went over a few pages of the 38 page report. He said the Town has no long term debt and the Town increased its net worth by \$108,000.00. The Town has nine months worth of money if it didn't take any more money in, which is what most municipalities strive to have on hand.

Questions?

VM Clark asked how we did compared to the last audit?

Bob Disc the last one (2014) was really late which is always a problem. This audit was much better and didn't have any deficiencies.

CM Olano asked what can the Town do next year to make the process less painful? more efficient?

Bob Disc it was more a scheduling issues and the Treasurer being out. We will be coming back out in the next few months.

Treasurer Shelley Gaylord stated that there were months of invoices and payroll that had to be put in the system.

CM Harrison wanted to thank the Treasurer for all her hard work to get this audit done.

Mayor Treminio-Lopez stated that the Town was without a Treasurer for a few months, then going through the transition to the new Treasurer took time and made the audit late.

VM Clark asked if it had already been sent to the State?

Bob Disc said it was sent last month.

VM Clark wants on record that the Audit is completed and there are copies available to the residents upon request or on the website.

Executive Meeting Report:

Mayor Treminio-Lopez states it was about personnel and legal advice.

VM Clark motion to accept the executive report on January 18, 2016 **CM Harrison** second. **CM Morlan** wanted the Mayor to state that the Chief of police is now permanent and off of probation. All in favor. Voice vote all voted yes.

Council Member Report:

CM Morlan for the month of January I attend the MML Legislative workshop and MML night in Annapolis, Maryland Mile Stone Grant webinar, Census Bureau webinar, had a number of meetings with Mr. Bagley and Mr. Wu and Smith Architects regarding the Firehouse. PGCMA Legislative Committee Meeting, attended the 20th Anniversary of the Maryland Heritage reception in Annapolis, and also had a Firehouse committee meeting last week.

CM Olano we had a meeting of the Brentwood Business Association, I think with the snow and ice they thought we would not have a meeting but we met, Anthony

Henderson, and the representative of the Chamber of Commerce from Mt. Rainer and talked about what things are needed and should be focused on. We are going to have another meeting here in Town Hall to continue with the planning of this process. The March Newsletter, submit your submission by the due dates I sent you. The cover will be Woman's History. The Mayor will write something about that.

VM Clark I was on vacation in December and first part of January. I came to the Business Association Meeting basically when it was over, I was able to get the list from Anthony Henderson of everyone interested and that was good to see.

Gateway CDC had their elections and they voted for someone from Brentwood named Marcus Monroe, two from Mt. Rainer and one from North Brentwood. It was good to see them building up their executive Broad. Next Tuesday is the Public Works meeting, I encourage people to come. The Green Team is meeting on the 23rd at 7:30. I did want to call into the meeting of January 6th but it happened that I was able to do that. This should be a vote. That should go on a future agenda. That is a council decision that should be decided in a open vote, on whether we allowed council members to call in. If the council member is out, or sick or at another meeting it would be their choice whether to call in or not.

CM Harrison I want to report on our Cable Committee we are now live streaming and our residents are happy about that. The cable channels have been updated on Comcast its channel 36, and Verizon 71. We are moving into Phase II which is our camera upgrade. Next cable meeting is February 18th at 7:30. I invite anymore who wants to serve on the committee to come to Town Hall, we do need you. Our Black History Extravaganza is February the 20th at the Arts Exchange at 3901 Rhode Island Avenue at 5pm,

I am looking forward to everyone attending. Our theme is Harlem Renaissance a night of music, art and fun. Our residents have concerns about the poor mail service. I am in communication with Ms. Donna Smith the supervision for the mail carriers of the Town of Brentwood, we have a meeting on Friday so you still have time to email me any concerns. I want to thank the residents for bring this to the councils attention, and we make sure your voices are heard. We have a new Gateway CDC broad member Marcus Monroe who will be supporting Brentwood.

Mayor Treminio-Lopez I attended MML with the Town Administrator and CM Morlan. I attended the first Latino Caucus in Annapolis; I will attend the Mayor's Association Thursday and Friday. Two weeks ago I met with Larry Greenhill with Local 26 and we discussed the apprentice program that they offer. I talked to someone at Northwest High School and if there are students who are not prepared to go to college, they can take advantage of the apprentice program. We are having that meeting on the 20th from 9-12 for the Hispanic families and we are trying to do it for other populations and invite

other schools if they are interested. During the storm the whole 48 hours I was on the phone with the Maryland Emergency Management, I was in constant communication with the TA and posting information to help the community.

Mayor Treminio-Lopez-Minutes?

VM Clark motion to approve the minutes from January 6, 2016 **CM Harrison** second

VM Clark question if there was a vote before something was table. (no vote taken)

Need to clarify if that was voted to table on for the next meeting or not. This is a question to the council, not for the corrections to the minutes. All in favor-voice vote-all yes.

CM Harrison motion to approve the January 20, 2016 minutes **CM Morlan** second

VM Clark stated he was hesitating to approve this since they just got them.

CM Harrison stated the Town Clerk had made the corrections. All in favor-voice vote-4 voted yes, **VM Clark** abstain.

Public Comment:

Ron Bretemps Upshur Street

I applaud CM Harrison for dealing with the Post Office, the mail man doesn't walk to the end of my street and he shoves all the mail in one box. I have a brand new mailbox, but all my mail is destroyed. The one day we had a replacement mail carrier we all got our mail.

Tax appraisals I encourage everyone to protest. I am going to protest. Prices are unrealistic. Used house sales are down 20%. This is just to bring up the tax money. Never saw anyone walking around. Go fill out an appeal, go down to Upper Marlboro and appeal, it's worth your time in the money you will save on taxes on your house. It's well worth your efforts. It takes 9 month to a year to get a hearing.

VM Clark asked about the sidewalk repair and in the past did the Town replace the existing curbs?

Ron Bretemps. I don't think they did the curbs. Ron Bretemps believes after the streets are dug up, the fill they use helps the pipes from freezing, but doesn't hold weight as well, so the street will break up and there will be issues down the road. With heavy trucks and buses driving on the roads it will cause problems on the streets.

Dolly wants (per Ron Bretemps) wants to move ahead with Smith Architects. Proceed with the next step by Spring. She wants to change the Firehouse Committee to Town Center Renovation Committee. That is what the Committee wants.

CM Morlan said all the finance, Bill Bonds will come in the Town Center name, nothing said Firehouse that is the real purpose for the name change.

CM Morlan motion to change the name from Firehouse Committee name to Town Center Renovation Committee **CM Olano** second. **VM Clark** thinks this should have been put on the agenda. All in favor, Roll Call: **CM Harrison-yes, VM Clark-abstain, CM Morlan-yes, CM Olano-yes, Mayor Treminio-Lopez-yes**

CM Harrison wants to try to help the residents with their tax assessment.

Micha Watson-Chief of Staff for County Council Member Deni Tarevas .

Assessments come out from the State not the County. We have heard a lot of them are quite high and may be wrong. You have to appeal.

Deadline is February 11th. So you only have one week to appeal. You can appeal next year. Make sure you read your tax bill correctly before you appeal it. Your tax bill won't go up that much, but you will pay more State tax, more Brentwood tax, more Maryland Park and Planning tax, more rain tax and more waste tax.

March 16th Budget and listening session, and this way you can share your views.

This is be at the Bunker Hill Fire station (call 301-952-4436).

VM Clark asked if people need to review information or come empty handed.

Watson: you can come empty handed. It will be useful.

Chief of Police Report

Red Light Camera-Town will make his recommendations next week

The Red light Camera contract for be ready for Council review in March

Had Police Oral Broad for Officer Vacancy, there were 7 applicants, 6 passed and invited back. Will look at the top three. All have been to a Maryland Police Academy Consider doing a contract for the new officer-will present something in writing.

Maybe a 3 year contract

State Aid Police Grant-I hand delivered it to their office, just waiting for their approval.

Chief training school in February 29th through March 4, 2016

Before the snow storm I called the elderly residents and asked if they needed anything, and told them to call Town Hall if they needed help.

Officer Johnson was here for the brunt of the storm.

Treasurer asked if \$1910.00 is that enough to cover?

VM Clark and **CM Harrison** said it should be enough

CM Morlan motion to receive the Police Chief Report **CM Harrison** second. All in favor-voice vote-all voted yes.

Treasurer Report

Shelley Gaylord reads the new line item transfers as of December 31st into record. The Mayor and Council just received this information. The Treasurer wants the Mayor and Council feedback by the Friday before the next meeting (February 17th).

CM Morlan went over some line items that either had too much or too little taken out. **Treasurer** said she will review all of them.

CM Morlan is concerned about the roll off price, and wants the TA to check what is going on and if anyone is doing illegal dumping.

Treasurer said the total Grant was \$1900.00, the Town only got \$1425.00 so that is what will be returned.

VM Clark wants on record that the Town will only be returning \$1425.00 for the AHTA Mural Grant.

VM Clark motion to accept the Treasurers revenue and expensive report dated January 20, 2016 **CM Morlan** second. All in favor-voice vote-all voted yes.

Town Administrator Report:

The Town staff worked around the clock during the snow storm.

Streets were one lane passable by Sunday afternoon

We assisted Mt. Rainer and Cottage City with their snow removal.

Briefing of the Mayor and Council on MD-4 storm water management requirements

The MEA New Communities Grant application has been submitted as required.

CM Morlan and CM Harrison will meet with Bates on February 9, 2016

Attorney's response has been received on the J Villa and Smith Architects contracts have been forwarded.

Denchfield has been submitted for payment, and then we can submit for reimbursement ATHA Grant's money of \$1425.00 has been returned.

I attended MML Legislative Reception in Annapolis with CM Morlan
Minutes training was rescheduled due to bad weather

CM Harrison motion to accept the Town Administrators report **CM Morlan** second. All in favor. Voice vote-all voted yes.

VM Clark asked what snow removal is still being done and what was done on the other days. Residents are asking. There is still snow in the intersections. Can we have a plan to remove all the snow?

Town Administrator stated that there was still a lot of snow removal after Sunday. This storm had a usual amount of snow for his area. We usually get 6-8 inches and a 10-12 inches is a lot, but we got 24 inches of snow so you run out of places to put the snow.

If you push the snow you may block another area.

VM Clark wants to discuss plans for further snow events and how we can do better with clearing the intersections so people don't have to walk in the street. Where can snow go, dead end street? Find a place to put all the snow. You can make a big effect by moving a little bit of snow, especially off the sidewalks so people can use them.

Mayor Treminio-Lopez stated she drove the entire Town on Sunday and she knocked on doors and made a lot of calls asking resident to park in the driveway. Most people in Brentwood have a driveway, a long driveway. So if people parked in their driveway and not on the street this would be much better and easier for the Maintenance department. Maybe we need to do an Ordinance that makes people park in their driveway during snow events.

Old Business:

Windom Road Sidewalk Contract Approval

VM Clark motion to remove from the Windom Road project the replacement of the curb and gutter because the curb there is still in good shape **CM Harrison** second. Not passed. Vote: **CM Harrison Abstained, VM Clark-yes, CM Morlan-No, CM Olano-No, Mayor-No.**

CM Olano motion to approve the Windom Road Contract with the addendums from the Town Attorney. Motion approved Vote: **CM Harrison-yes, VM Clark-abstain, CM Morlan-yes, CM Olano-yes, Mayor Treminio-Lopez-yes.**

VM Clark motion to discuss the contract approval of Brentwood Town Center and Smith Architects **CM Harrison** second. **Item Tabled for next meeting.**

CM Harrison doesn't feel comfortable approving this contract. She wants to go over this again with Smith Architects to ensure this doesn't hurt the Town. We should forward the Attorney's recommendations to Smith Architects and get their feedback.

CM Morlan feels this should move forward with the contract and then move on the negotiations. CM Morlan feels that all this will do is delay the project and this project has been delayed for years.

CM Harrison thinks this should be discussed more in a closed session. She feels there are things in the contract that will hurt the Town.

VM Clark agrees there are more things that need to be discussed; things in the contract that he feels need to be changed.

CM Olano also agrees to send the Attorney's recommendation to Smith Architect and send us the information back.

VM Clark asked the TA to schedule the meeting, so the entire council can be there.

CM Morlan said Mr. Smith wants a daytime meeting.

Town Clerk Report:

VM Clark motion to accept the revised version of the Town Clerk's December deposit report **CM Harrison** second. All in favor. Voice vote-all voted yes

New Business:

Date/Time change for 3/16/16 meeting

VM Clark motion to change the Council Meeting from Wednesday March 16th to Tuesday March 15th at 7:30 **CM Moran** second. Motion passed. Vote: **CM Harrison-No, VM Clark-yes, CM Morlan-yes, CM Olano-No, Mayor Treminio-Lopez-yes**

Black History Event Budget Approval

CM Harrison motion to approve \$300.00 for the Black History Program **CM Olano** second (CM Harrison plans on doing all the food herself). **CM Harrison** wanted to thank

Mr. Bagley, Ms. Taylor and the staff for jumping in and helping. All in favor. Voice vote-all voted yes. Line item number 5-9205

Date for Workshop to Review Ordinances

VM Clark motion to schedule a budget workshop on Wednesday March 30th to start at 7:30 CM Harrison second. All in favor-voice vote-all voted yes.

VM Clark motion to have a workshop on Wednesday March 9th starting at 7:30pm for the purposes of reviewing ordinances **CM Harrison** second. All in favor. Voice voted-all voted yes.

Mayor Treminio-Lopez stated that March 2, 2016 will be a workshop instead of a regular council meeting. Note: No motion made on this change.

Select designees for the Open Meetings Act Training:

VM Clark said we are skipping this, he has to re-send the email.

Hispanic Committee Breakfast Budget Approval:

Mayor Treminio-Lopez states that Mr. Greenhill offered to bring pastries and something for the breakfast so I don't need money. I don't need a motion now.

VM Clark motion for the Hispanic Committee breakfast to take place on February 20th from 9-12 to take place at Town Hall **CM Harrison** second. All in favor. Voice vote-all voted-yes.

Meetings:

Council Meeting Wednesday February 17, 2016 at 7:30pm

Committees

Tree Committee-February 29th @ 7:30

Green Team Committee-February 23rd @ 7:30

Cable Committee- February 18th @ 7pm

CSEC-February 23rd @6pm

PWC-February 9th @ 7:30

Town Center Renovation Committee-February 25th @7pm

Hispanic-Workshop-February 20th from 9am-12pm

Neighborhood Watch-TBA

Brentwood Business Association Meeting-February 26th @ 6pm at the Gateway CDC

Announcements:

Budget and listening Session on March 16th at 7pm by County Council Member Deni Traveras held at Bunker Hill Fire Department located at 4716 Rhode Island Avenue.

Black History Extravaganza is scheduled for Saturday February 20th at 5pm at the Brentwood Arts Exchange. The theme is Harlem Renaissance meets Brentwood.

Please join us for a night of fun

Dutchmill Catering is looking for 2 or 3 retired Brentwood residents to work a few hours a week to work for their call center. Contact Dutchmill Catering.

CM Harrison motion to adjourn **VM Clark** second. Voice voted-all yes. Meeting adjourned at 10:52pm

Respectfully submitted by:

Fern Williams_____

Approved by:_____ **Date**_____