



Council Meeting of the Mayor and Council of Brentwood

Date: July 20, 2016

Council:

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

Town Staff:

- X Reginald Bagley, Town Administrator
- (Excused) Magdalena Rojas, Town Clerk
- X Robert Althoff, Chief of Police
- X Shelley Gaylord, Treasurer

Mayor Treminio-Lopez called the meeting to order at **7:31 pm**

Certificate of Appreciation was presented to Mr. Bretemps for his help with Brentwood Day 2016

APPROVAL OF AGENDA:

Motion by Council Member Morlan to approve the agenda, second by Council Member Olano. Approved by roll call, Council Member Morlan, Council Member Harrison, Council Member Olano, and Mayor Treminio-Lopez in favor. Vice Mayor Clark abstaining.

Addition: University Park Letter Discussion
Table: Gazebo Policy

Minutes

Workshop Meeting June 1st Minutes

Motion to approve Minutes of the Workshop Meeting June 1st and Council Meeting June 15th made by Council Member Morlan, seconded by Council Member Harrison. Approved by voice vote, with Vice Mayor Clark and Council Member Olano abstaining.

Public Comments

COMMENT: Danny Medina, Mi Patio

Thanks everyone who supported him and expressed bad feelings towards the Mayor and Town Administrator and let the council know that the restaurant is now closed for good since they were not able to renew their liquor license.

COMMENT: Ms. Gevara, Varnum Street

Has concerns about living in Brentwood, would like more community trash cans, especially near the town stores. Also there is an increase in traffic of commercial vehicles near 37th Street.

COMMENT: Russ Tippett, Russ Management 41st Street

Concern about permit parking in 41st Street. The businesses on 41st Street are concern that their clients are already getting tickets. He believes that warnings should be given out for a small period before tickets are issued.

COMMENT: Tracy Tucker, 41st Street

Has issues with her neighbors watching her and complaining about her not getting tickets for not having her handicap permit in her truck. She does not have a problem with residential permits but feels that it is making her stand out and makes her feel unsafe.

COMMENT: Ron Bretemps, Upshur Street

Shares the concern that Varnum Street is getting increased traffic. He is concerned about paved yards that have lost the green area. Concerned that people are building without a building permit.

COMMENT: Way of Life Church Representative

They are located on 37th and Tilden, they came in to request permission to close the street for 4 hours in order to have a Community Day on August the 6th, from Jackson to 37th. There are 2 homes that are involved and they have signed a letter letting the Town know that they are in favor.

Code Enforcement

June Stats-Read by Martha Nichols

Concerns were raised about a building permit that is being held and questions were asked to Code Officer Martha Nichols.

Police Department

Stats for the month of June- read by the Chief of Police

National Night Out- Will take place August 2nd and they are very excited to have many different community organizations participating.

Vehicle Maintenance Approval- The vehicles need to be fixed, they went in for preventative maintenance and both vehicles came back with needs. They have been quoted and Purchase Orders have been put in to be approved by the Council. Approved by voice vote, all in favor.

Motion to repair cruisers 2727 and 2728 for a total of \$2,225.00 from line 5-4275 & 5-4285. Motion made by Council Member Olano, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Senior Luncheon- Will take place August 9th to maintain a promise the Chief made with the senior community of meeting with them quarterly.

Motion to approve the Senior Luncheon on August 9th from 1-3pm cost not to exceed \$300 from the line item 5-4320. Approved by voice vote, all in favor.

Body Camera Approval- Grant was provided by LGIT and the purchase has been approved they will be moving forward with the purchase.

Motion to approve the body camera system that includes one-year storage in the amount of \$2,280.00 from line Item 5-4260. Motion made by Council Member Olano, seconded by Council Member Harrison. Approved by roll call, Council Member Morlan, Council Member Harrison, Council Member Olano, and Mayor Treminio-Lopez in favor. Vice Mayor Clark abstaining.

Maryland Chiefs of Police Training Conference- Will take place September 11-15th. The Chief is requesting \$325 for the registration

Motion to approve the Chief's Budget for the Maryland Chiefs of Police Training Conference not to exceed \$725.00 to cover the registration and hotel. Motion made by Vice Mayor Clark, seconded by Council Member Olano. Approved by roll call vote. Vice Mayor Clark, Council Member Olano, and Mayor Treminio-Lopez in favor. Council Member Harrison and Council Member Morlan against. Council Morlan is against the wording of the motion.

Motion to approve a per-diem for the chief's travel. Motion made by Council Member Harrison, seconded by Council Member Morlan. Approved by roll call, Council Member Morlan, Council Member Harrison, Council Member Olano, and Mayor Treminio-Lopez in favor. Vice Mayor Clark abstained.

Motion to receive Police Department Report by Vice Mayor Clark seconded by Council Member Harrison. Approved by voice vote, all in favor.

Town Clerk

Deposit for June Report- read by Town Administrator coming to total of \$16,406.45
Vendor Packets referred to in the report are for Brentwood Day

Motion to receive the Town Clerk Report by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Treasurer

Bank Account Reports- Read by Treasurer
Revenue Expense Report- Read by Treasurer
Cash Disbursement Journal- Read by Treasurer

Motion to receive the Treasurer's Cash Report and the Revenue Expense Disbursement. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Motion to approve the paying of the bills in the amount of \$35,546.33. Motion made by Council Member Harrison, seconded by Vice Mayor Clark. Approved by roll call, all in favor.

Town Administrator

Town Administrator Report- Provided to the council and discussed.

Motion to receive Town Administrator Report by Council Member Morlan, seconded by Council Member Harrison. Approved by voice vote, all in favor with Vice Mayor Clark abstaining.

Old Business

Uniforms for Maintenance Department and Carpets for Town Hall- Prices were provided to the council.

Motion to renew the contract with Cintas to continue cleaning uniforms for the Maintenance department and Town Hall carpets \$87.44 per week for 36 months. Motion made by Council Member Harrison, seconded by Vice Mayor Clark. Approved by roll call, Vice Mayor Clark, Council Member Harrison, and Council Member Olano in favor. Mayor Treminio-Lopez and Council Member Morlan abstaining.

Ordinance 2016-03- Still in Legal review.

Policy for Agenda Item Requests- Vice Mayor will provide proposal at the August meeting

Building Permit Fee Change-

Motion to proceed with the reading of Resolution to change the Building Permit Fees. Motion made by Council Member Harrison, seconded by Council Member Olano. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Mayor Treminio-Lopez in favor. Vice Mayor Clark against..

Motion to adopt the Resolution 2016-05 "A Resolution of the Mayor and Council establishing Building Permit Fees effective July 20, 2016". Motion made by Council Member Harrison, seconded by Council Member Morlan. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Mayor Treminio-Lopez in favor. Vice Mayor Clark against.

Dog Waste Sign- Tabled until August

Town Center Architect Plan-

Motion to approve the floor plans as presented by the Architect in order to obtain permits. Motion made by Council Member Olano, seconded by Council Member Harrison. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Mayor Treminio-Lopez in favor. Vice Mayor Clark abstaining.

Geo Tech Engineering Consultant-

Motion to have soil testing done at the Town Center site by ECS Mid-Atlantic who was recommended by Smith Architects and G&C Consultants to ensure that the sites safe for the new renovation. The amount of \$6,500.00, will be taken from the Town Center account. Motion made by Council Member Olano, seconded by Vice Mayor Clark. Approved by roll call, all in favor.

New Business

RFP Windom Road- Tabled

RFP Open Space Grant- We received a \$90,000 grant but this does not mean we need an RFP for the entire \$90,000, since we can use it on items that cost less than our RFP threshold.

Motion to approve Playground Specialist for the EPDM Rubber surfacing mat for both playground areas in the amount of \$10,315.00 coming from line item 59-350. Motion made by Council Member Morlan, seconded by Council Member Harrison. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Mayor Treminio-Lopez in favor. Vice Mayor Clark against.

Ethic Committee - Tabled

Town Seal Vector Graphic-

Motion to approve the Town Vector Seal Graphic in the amount of \$500 from like item 5-9432. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by roll call, Council Member Harrison Vice Mayor Clark and Mayor Treminio-Lopez in favor. Council Member Morlan against, Council Member Olano abstaining.

Kasley Studio Business Tier Change

Motion to not change the existing tier for Kasley Studios and have it remain a Tier II. Motion made by Council Member Morlan, seconded by Council Member Harrison. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Mayor Treminio-Lopez in favor. Vice Mayor Clark against.

Way of Life Church Street Closure Request- Code was requested to write a statement saying we approve the closure of the street.

Motion to allow Way of Life Church the street closure on August 6th from 11am-3pm between Jackson and Tilden street. Motion made by Council Member Morlan, seconded by Vice Mayor Clark. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano, Vice Mayor Clark, and Mayor Treminio-Lopez in favor.

MD DGS Electricity Supplier Purchasing Program

Motion to authorize the Town Administrator to contact DGS and let them know we wish to participate in the Electricity Program. Motion made by Vice Mayor Clark, seconded by Council Member Harrison.

Motion to table. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Certified Public Management Program

Motion made to authorize the Town Administrator to enroll in the Council of Government Certified Public Management Program one-year course in the amount of \$3,500.00 from line item 5-1120. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Vice Mayor Clark, and Mayor Treminio-Lopez in favor.

Academy of Excellence

Motion to enroll in the academy of Excellence for Council Member Morlan and Shelley Gaylord in the amount of \$500 from line item (to be determined by the Treasurer). Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

WINGS Membership

Motion to approve the membership in WINGS in the total of \$75 for 3 members (Council Member Harrion, Council Member Morlan and Mayor Rocio Treminio-Lopez) from line item (to be determined by the Treasurer). Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Sidewalk Hazard Repairs- Tabled

Community Garden/ Youth Gardener Pilot Grant

Motion to allow Kim Knox from Port Town Health Partnership to apply for the Community Garden/ Youth Garden Pilot Grant Participation through Chesapeake Bay Foundation (CBF). Motion made by Vice Mayor Clark, seconded by Council Member Morlan. Approved by voice vote, all in favor.

University Park Bike Path Plan

Motion to approve the support of University Park's grant application for the Maryland Bike Path Program. Motion made by Council Member Morlan, seconded by Vice Mayor Clark. Approved by voice vote, all in favor.

Craftsman Group

Motion based on the letter that was received on July 20th from the Craftsman Group to waive the business license late fees. Motion made by Council Member Harrison, seconded by Vice Mayor Clark. Approved by voice vote, all in favor.

Executive Session-

Motion to go into emergency executive session as advised by the Town attorney. In attendance will be the Mayor and Council. Motion made by Council Member Morlan seconded by Council Member Olano. Approved by roll call, Council Member Harrison, Council Member Morlan, Council Member Olano. Mayor Treminio-Lopez in favor. Vice Mayor Clark abstained

Meeting adjourned at 11:22pm

Motion to Adjourn by Council Member Harrison seconded by Council Member Morlan. Approved by voice vote, all in favor.

Submitted by:

**Magdalena Rojas
Town Clerk**

Mayor, Rocio Treminio-Lopez

Approved: _____