



Council Meeting of the Mayor and Council of Brentwood

Date: August 17, 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
- X Magdalena Rojas, Town Clerk
- X Robert Althoff, Chief of Police
- (absent) Shelley Gaylord, Treasurer

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

APPROVAL OF AGENDA:

Motion by Council Member Harrison to approve the agenda, second by Council Member Olano. Approved by voice vote, all in favor with the following changes.

Removal: Gazebo Policy, Old Business

Removal: Dog Waste Signs, Old Business

Addition: Speed Hump at 37th Street between Windom and Upshur, New Business

Addition: PGCMA Meeting Budget Approval, Old Business

Presentation by WSSC Overview of paving project

Mr. Darby Ridenhour the contractor for WSSC came in to talk about milling and repaving the streets that WSSC worked on previously. The contractor will start at Webster and will then continue working through the Town. Homes on the streets affected will be given notice. Cars that are not moved from the designated streets will be towed to the tennis courts rather than to a towing lot.

Minutes

Council Meeting July 20, 2016 Minutes -Tabled

Public Comments

COMMENT: Meredith Sheperd, Love & Carrots

Love and Carrots is looking for a new home office. They design and install gardens and can maintain them. Information was provided to the council, Love and Carrots has been locally awarded and would be excited be able to join Brentwood.

COMMENT: Monique Martin- Monique Martin, new Cable Committee member Introduced herself to the Council. She is a new member of the Cable Committee and will be appointed in September.

COMMENT: Garrett Bradford, Jackson Avenue
He is coming to get more involved and learn more about the Town.

COMMENT: Tobyas Le'Fear, 39th Street
Would like speed humps at 39th Street. Mayor notes there used to be a speed hump that was removed during an unknown event. They are simply asking for it to be placed again.

Code Enforcement Report

July Stats-Presented by the Town Administrator

Motion to receive Code Enforcement Report by Council Member Harrison, seconded by Council Member Morlan. Approved by voice vote, all in favor.

Police Department Report

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

National Night Out- The event was under budget at \$897.83 and was completely successful

Mutual Aid Agreement with Mount Rainier Police Department- Recommends signing a mutual aid agreement to allow safety for our officers as well as the Mount Rainier officer. Mayor and Council signed the mutual aid agreement as it had been approved at a previous meeting.

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

Town Clerk Report

Deposit for April Report and Business License Report- read by Town Clerk

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

Treasurer Report

Reports presented in writing by the Treasurer, who was not present. No discussion took place

Motion to approve the paying of the bills in the amount of \$10,780.13 (total for bills is \$50,350.19). Motion made by Council Member Harrison, seconded by Council Member Morlan. Approved by voice vote, all in favor.

Town Administrator Report

Highlighted by the Town Administrator

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

Old Business

Policy for Agenda Item Request- Tabled until September 7th

PGCMA

Motion to approve the budget for the special meeting of PGCMA in the amount of \$264 from line item 5-9205. Motion made by Vice Mayor Clark, seconded by Council Member Morlan. Approved by voice vote, all in favor.

Ethic Committee- Solicitation for 2 members to the committee.

Motion to approve solicitation for Ethic Committee members using the suggested text from the commission member. Motion made by Vice Mayor Clark, seconded by Council Member Olano. Approved by voice vote, all in favor.

Maryland DGS Electricity Supplier Program- Due on September 15th Town Administrator suggests we make a motion as soon as possible.

Back to School Night Budget-

Motion to approve Back to School activity budget for \$100.00 from line item 5-9204 Motion by Council Member Harrison, seconded by Council Member Morlan. Approved by voice vote, all in favor.

CDBG PY-42 Award Letter Received- The Town has received the grant; it has not yet been decided where it will be used.

New Business

Sidewalk Hazard Repairs proposal by Precision- Tabled until September 7th

Street Closure of 37th Street between Taylor and Tilden Street

Motion to approved the request from Ekklesia Church Event on August 27th from 2-5pm to close the street. Motion made by Council Member Olano, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Gateway CDC Donation

Motion to approve the donation in the amount of \$2,000 to the Gateway CDC coming from line item 5-1245. Motion made by Council Member Harrison, seconded Council Member Olano. Approved by roll call, all in favor.

ART Works Now Donation

Motion to approve the donation in the amount of \$1500 to Art Works Now from line item 5-1245. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Return Check Policy- Tabled until September 7th

Staff Development Training

Motion to approve the staff development training October 18-20th for the amount of \$195 from each department's training line item. Motion made by Council Member Harrison, seconded by Vice Mayor Clark. Approved by voice vote, all in favor.

Supervisory Training

Motion to approve the supervisory training October 20-21st for the amount \$598 from each department's training line item. Motion made by Council Member Harrison, seconded by Council Member Morlan. Approved by roll call, all in favor with Vice Mayor Clark abstaining.

MDOT Transportation Grant

Motion to submit the MDOT Transportation Grant Application for additional Highway User funds. Motion made by Council Member Morlan, seconded by Vice Mayor Clark. Approved by voice vote, all in favor.

Extended hours for the cable technician

Motion to approve purchase of DVD's and other equipment needed, to not exceed \$1,370 coming from Cable TV Encumbrance 5-9432. Motion made by Council Member Morlan, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Motion to approve the extended hours of the cable technician not to exceed 100 hours at the rate of \$15/hour, coming from Cable TV Encumbrance 5-9432 to digitize materials. Motion made by Council Member Harrison, Vice Mayor Clark. Approved by voice vote, all in favor.

Smith Architect Contract Phase II- Tabled until September 7th

Voter Registration & Demonstration Day- Residents from all the neighboring municipalities are invited.

Motion to approve the Town hosting a Voter Registration and Demonstration Day on September 24th from 11am-1pm with the Maryland Board of Elections. Motion made by Vice Mayor Clark seconded by Council Member Harrison. Approved by voice vote, all in favor.

Account with White Cap/HD Supply Distributors- Tabled until September 21th

Motion for the Town to make and account with White Cap HD Supply Distributors. Motion made by Vice Mayor Clark, seconded by Council Member Olano. Approved by voice vote, all in favor.

MML Fall Conference Attendance and Lodging

Motion to approve the registration of 6 for the Fall Conference and lodging. Motion made by Vice Mayor Clark, seconded by Council Member Morlan. Approved by roll call, all in favor.

FY-18 DNR Open Space Grant Application-Application will not be submitted

CV Security Additional Service at Maintenance Yard

Motion to approve the contract with CV Security for 3 years in the amount of \$508.20 annually and one-time instillation charge of \$134.00. Motion made by Council Member Morlan, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Speed Hump at 37th Street between Windom and Upshur

Motion to contact the residents to survey if they would like to remove or maintain the speed hump on 37th Street between Windom and Upshur. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Meeting adjourned at 10:41pm

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

Submitted by:

Magdalena Rojas
Town Clerk

Mayor, Rocio Treminio-Lopez

Approved: _____