



Council Meeting of the Mayor and Council of Brentwood

Date: October 5, 2016

Council:

- X Vice Mayor Jeffrey Clark
- X Council Member Tonya Harrison
- _ (Excused) 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 **7:34 pm**

APPROVAL OF AGENDA:

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

Presentation by WSSC (Phase II & Main Replacement Project)

Project BR6030A16 was presented along with the streets that will be worked on. WSSC will be replacing water mains both in Brentwood and Mount Rainier. The whole project will be completed by Spring 2019. WSSC will minimize the disruption to traffic and property owners as much as possible. Weekday work will be from 9am- 4pm and water shutdowns will be no more than 8 hours at a time. The project manager is Crystal Wheaden to contact her please email at crystal.wheaden@wsscwater.com.

Proclamation on Domestic Violence Awareness Month

Read by the Chief of Police

Motion to approve the Proclamation as read by the Chief. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Minutes

Workshop Meeting September 7, 2016

Motion to approve minutes from September 7, 2016 with corrections requested by Vice Mayor Clark. Motion made by Council Member Harrison, second by Council Member Olano. Approved by roll call, Council Member Harrison, Council Member Olano, and Mayor Treminio-Lopez in favor. Vice Mayor Clark abstaining.

Special Meeting September 16, 2016- Tabled until next meeting

Executive Session September 20, 2016

Motion to approve minutes from September 20, 2016 Executive Session with changes requested. Motion made by Council Member Harrison, second by Council Member Olano. Approved by voice vote, all in favor.

Council Meeting September 21, 2016- Tabled until next meeting

Public Comments

COMMENT: Bill Broadus, President of the Brentwood Volunteer Department

Wanted to let the Town know that the Brentwood Fire Department is a volunteer fire department. They would like to have a closer community and better communication with the Town. The Fire Department is looking for volunteers since in the near future they will be operating exclusively with volunteers. There are multiple places where volunteers can help not always putting out fires.

COMMENT: Keilia Philips, 38th Street

Send a letter asking for an time extension, due to a number of different circumstances in order to eradicate a violation.

COMMENT: Elice Brown and Olumide Elegbre 38th Place

Mr. Elegbre and Miss Brown are concerned that due to the lack of a sidewalk they can't get to their home entrance when people block the entrance by parking. They request help from the Council to come up with a solution.

RESPONSE: Mayor suggested a parking permit petition for a long time solution, however the Town Administrator suggested that a yellow line can be painted now.

COMMENT: Miss Vickerie, Shepherd Street

Received a violation notice in the mail for approximately \$700 in parking citations and delinquency fees, due to the yellow line being painted so far that she is unable to park in front of her house, which is what she was doing. She request that the fees be removed and a letter drafted to the MVA so they will also remove the fees.

RESPONSE: Council Member Olano asked if she has presented her request in writing. The Council will be taking action by October 19th. Resident agreed to call the Town Administrator the next day and also to put her request in writing.

Treasurer – Tabled until October 19th meeting

Town Administrator

Report- Read by Town Administrator

RFP Proposals received from Unisource Services located at 2211 Spencerville Rd, Spencerville MD, Precision Concrete Cutting located at 215 Middleboro Rd, Wilmington DE, and Tristar Solutions LLC located at 6721 Central Hills Terrace, Landover MD and opened during the meeting.

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

Old Business

International Day Funding

Motion to approve the expenditure in the amount of \$600 from line item 5-9229. Motion made by Council Member Harrison, second by Vice Mayor Clark. Approved by voice vote, all in favor.

Speed Hump

Motion to have a hearing for the speed hump/bump on Tilden Street on November 16th at 7pm. Motion made by Vice Mayor Clark second by Council Member Harrison. Approved by voice vote, all in favor.

Requesting Documents- Vice Mayor requested documents from the Treasurer

Holiday Closure and Staff Leave- Town Administrator suggest that we close the day after Thanksgiving. Mayor suggests the staff work Columbus Day in exchange for the day after thanksgiving.

Motion to have staff work Veterans Day (November 11th) and be off the day after Thanksgiving. Motion made by Council Member Harrison, second by Council Member Olano. Approved by voice vote, all in favor.

Motion to close the Town Hall the day after Thanksgiving November 25th. Motion made by Council Member Harrison, second by Council Member Olano. Approved by voice vote, all in favor.

Purchase of the book “Brentwood, a Town in Transition”- Council Member Olano believed that purchasing a book from former Mayor George Denny the Town’s only historian is an asset to the Town. He suggests we purchase 100 books from Mr. George Denny. Tabled until October 19th.

Vendor for the Roof Repair- Town Administrator recommend we use Harry & Sons based on price and locality.

Motion to select Harry & Sons, Contracting Co. as suggested by the Town Administrator from line item of building maintenance 5-1100 and negative amount from the contingency fund. Motion made by Vice Mayor Clark, seconded by Council Member Olano. Approved by roll call, all in favor.

CDBG PY 43 Application- Application will be submitted by October 11th.

Motion to approve the application for CDBG PY to include the work to take place east of 38th Street and the full section of 39th street from Allison to the end of 39th Street. Motion made by Vice Mayor Clark second by Council Member Olano. Approved by voice vote, all in favor.

Zoning Rewrite Briefing

Motion to schedule a Special Meeting to meet with Zoning Rewrite members on November 9th at 7pm. Motion made by Vice Mayor Clark second by Council Member Olano. Approved by voice vote, all in favor.

MML Fall Conference Per Diem

Motion to approve the per diem of \$192 plus mileage per person for 4 Council members and 2 staff members from line 5-2022 and 5-1190. Motion made by Vice Mayor Clark second by Council Member Olano. Approved by voice vote, all in favor.

Ordinance 2016-03 Accessible Parking- tabled until October 19th

New Business

Town Signs and Signage- Council Member Olano would like to assign the task of creating an inventory of signs in the Town in order to look at replacing tasks.

Motion to create an inventory of signage to be completed by the end of the year. Motion made by Council Member Olano, second by Vice Mayor Clark. Approved by voice vote, all in favor.

Brentwood Welcome Packet- Draft will be provided to the Council.

Resolution 2016-09-

Motion to adopt the Resolution 2016-09 Corrections to Previously Passed Resolutions. Motion made by Vice Mayor Clark, seconded by Council Member Harrison. Approved by voice vote, all in favor.

Resolution 2016-10

Motion to adopt the Resolution 2016-10 Establishing Petroleum Reduction Policy for the Town. Motion made by Vice Mayor Clark, seconded by Council Member Olano. Approved by voice vote, all in favor.

Resolution 2016-11

Motion to adopt the Resolution 2016-11 Establishing an Energy Efficiency Policy per MEA Grant. Motion made by Council Member Harrison, seconded by Council Member Olano. Approved by voice vote, all in favor.

Sustainability Workshop Attendance

Motion to approve the attendance of not more than 6 people at \$35/each including staff and Green Team members on November 16th in Hyattsville. Motion made by Vice Mayor Clark, Council Member Harrison. Approved by voice vote, all in favor.

Service Agreement with Home Paramount Pest Control for Town Hall Services

Motion to approve the service contract not to exceed \$825 for a one-year agreement from line item 5-7080 for Town Hall services. Motion made by Council Member Harrison, second by Vice Mayor Clark. Approved by voice vote, all in favor.

BPD Annual Firearm Qualifications

Motion to approve BPD Annual Firearms Qualifications in the amount of \$495 from line item 5-4135. Motion made by Council Member Harrison, seconded by Council Member Olano. Approved by voice vote, all in favor.

November and December Meeting Schedule- Mayor proposed one meeting per month.

Motion to cancel the first meeting of November. Motion made by Vice Mayor Clark, Council Member Harrison. Approved by voice vote, all in favor.

Motion to cancel the first meeting of December and reschedule the second meeting of the month of December to December 14th. Motion made by Council Member Harrison and second by Vice Mayor Clark. Approved by roll call, Council Member Harrison, Council Member Olano, and Mayor Treminio-Lopez in favor. Vice Mayor Clark abstaining.

Council Member Olano's Leave of Absence-

Motion to approve Council Member Olano's leave of absence effective Oct 19th to January 31st. Motion made by Council Member Harrison, seconded by Vice Mayor Clark. Approved by roll call, Council Member Harrison, Vice Mayor Clark, Mayor in favor, with Council Member Olano abstaining.

Meeting adjourned at 10:30pm

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

Submitted by:

Magdalena Rojas
Town Clerk

Mayor, Rocio Treminio-Lopez

Approved: _____