

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772 • 301-627-6905

Work Session Minutes

Tuesday, April 23, 2019 - 7:00 p.m.

Approved

Call to Order

- Meeting was brought to order at 7:00 p.m.
- Roll Call – President Tonga Turner; Commissioner Wanda Leonard; Commissioner Linda Pennoyer; Town Clerk M. David Williams.
- Staff present – UMPD Chief Burse; Officer Samuel Irby; Finance Director William Morgan; and Chief of Staff Kyle Snyder.
- Pledge of Allegiance

Reports

Commissioner Leonard: Reported that the CERT Pond Clean-Up was canceled again due to the inclement weather, adding that the UM/CERT will start their second term as Pond Sponsor in May.

Commissioner Pennoyer: Reported that she did participate with the Park Rangers for the M—NCPPC Earth Day Pond Clean-Up and collectively filled 16 large-sized bags of trash. She noted the water level has been extremely low lately. Also attended the last PGCMA meeting on April 18th, noting all Legislative Priorities they set have now gone to committees at the Statehouse.

Business

Oath of Office: The President welcomed Samuel Irby to the Upper Marlboro Police Department and recognized his career highlights and positive recommendations. After listing his accomplishments, the President administered the Oath-of-Office to Officer Irby.

Town Operating Budget FY2020: The President noted that the new budget revenues forecasted are based on expanded parking hours and rates, not solely on Speed & Red Light Cameras. She added the Town expects to receive \$400K in grants, but still has outstanding \$400K in grant requests that are not reflected in the proposed FY20 Budget. It was noted that if needed, reserve funds would only be used for approved Capital Improvement projects. Other line items highlighted included: 1.) Employee Training across departments; (2.) Technical upgrades to secure network; 3.) Establishing a contingency fund for the first time; 4.) Exploring a lease option for Public Safety vehicles; and, 5.) Public Works line item 8550 Highways & Streets (various lawn & garden equipment). The President noted that various revenue sources have been tripled in some cases, and that this new income will be reinvested back in to the Town for these types of expenditures. It was noted all public comment is requested to be in writing and due by C.O.B. Friday May 3rd.

Ordinance 2019-03 Establishing Rates for FY2020 Tax Levy: The Board reviewed and discussed the draft ordinance, It was noted the ordinance will be up for Board passage at the May Town Meeting.

Ordinance 2019-02 Authorizing Town Committees: The Board reviewed and discussed the draft ordinance. The Clerk confirmed all related draft Committee Resolutions & Bylaws were up-to-date and ready for passage at the May Town Meeting along with Ordinance 2019-02.

Resolution 2019-05 Town Hall Facility Use: The Board reviewed and discussed the draft ordinance noting desired edits to the Facility Use Regulations, Rate Chart, and Application.

General/Administration issues: CoS Snyder announced that Food Truck Fridays will be on the first Friday, and every 3rd Wednesday, of each month starting in June and running through December.

Adjournment

Commissioner Leonard motioned to adjourn, Commissioner Pennoyer seconded. With all in favor, the meeting was adjourned at 7:52 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

