

**Town Council
Worksession Meeting
Monday, November 7, 2016
Municipal Building – 7:30 pm**

Meeting Minutes

Call to order– 7:30 pm

Roll Call – Council President Mann; CW Smith-Barnes; CM Barnes; CM Kennedy II; CW Muhammad & CM McLaurin were present. Mayor Goodall (absent)

Moment of Silence –

Pledge of Allegiance to the Flag of the United States of America

Approval of Agenda – Motion by CW Smith-Barnes; seconded CM Barnes by to adopt the agenda; all were in favor; motion passed.

Approval of Meeting Minutes – (October 19th, 2016) motion by CW Smith-Barnes; seconded by CM Barnes; all were in favor.

Public Period – None

Report of Officers and Committees –

- **Treasurer’s Report** – Status report of the Town’s finances for the month of October 2016 were distributed to the Town Council.
- **Public Works Director Report** – Status report of the Town appearance for the month of October 2016 were distributed to the Town Council brief discussion was given by Mr. Vaughn.
- **Police Chief Report** – Status report of the Police Department for the month of October 2016 was distributed to the Mayor and Town Council.
- **Code Enforcement Report** – Status report of the Code Enforcement Officer for the month of October 2016 was distributed to the Mayor and Town Council.
- **Ombudsman Report** – Status report of the Ombudsman for the month of October 2016 was distributed to the Mayor and Town Council.
- **Town Administrator Report** – Status report for the month of October 2016 was distributed to the Town Council and read into the record by the Town Administrator. Vern presented the Town Council with the Risk Management Award from LGIT.
- **Town Clerk Report** – Status report for the month of October 2016 was given to the Town Council and read into the record by the Town Clerk.

Council Report –

- **Ward I** – No report
- **Ward II** – CM Kennedy II asked about the Halloween decorations and he also discussed Melanie Otto Memorial which was held at the Town Hall on November 22nd. CW Mann discussed the success of the harvest festival which was held on the 29th of October at the

Town Hall; she also discussed the clothing box at Shawnee Drive and distributed literature about the municipal textile recycling program which was postponed until the next meeting.

- **Ward III** – CM McLaurin asked about the portable water tank to water the community garden. CW Muhammad gave Mrs. Hawkins (Bean) recognition for coordinating the CleanUp GreenUp and recognition for the Senior Exercise Class hosting the Senior Halloween Party.
- **Mayor's Report** – CW Mann discussed the Charter Legislative Dinner with the Town Council. Email was distributed by the Town Clerk.

Legislation

Resolution 63-16 to Adoption of Amendments to the Town's Employee Handbook regarding Authorization for the use of the Vehicles and other Transportation; motion by CM Kennedy II to waive the reading; seconded by CW Muhammad; all were in favor; motion passed; motion by CW Smith-Barnes; seconded by CM Barnes to adopt Res. 63-16; discussion; motion by CM Kennedy II; seconded by CW Muhammad to adopt Res. 63-16 as amended; vote (5) yes; (1) no; (1) absent; motion passed.

Resolution 64-16 Approving a Contract with the MNCPPC and a Transfer of funds to the FH-OH CDC; motion by CM Kennedy II; seconded by CW Smith-Barnes; to waive the reading; all were in favor; motion passed; motion by CM Kennedy II; seconded by CW Smith-Barnes; to adopt Res. 64-16; vote (6) yes; (0) no; (1) absent; motion passed.

Resolution 65-16 to Authorize entry into an Agreement with SeeView Security Inc., to obtain a Camera Proprietary License and install certain Surveillance Camera Equipment; motion by CM Kennedy II; seconded by CW Smith-Barnes to waive the reading; all were in favor; motion by CW Smith-Barnes; seconded by CM Barnes to adopt Res. 65-16; vote (5) yes; (1) no; (1) absent; motion passed.

Resolution 66-16 to Approve a Proposal from Fox Creek Builders, LLC to remove existing windows and install thermal impact security windows at 606 Modoc Lane; motion by CM Barnes; seconded by CM Kennedy II to waive the reading; all were in favor; motion by CW Smith-Barnes; seconded by CW Muhammad to adopt Res. 66-16; discussion; postpone until the next meeting on 11/16/16.

Resolution 67-16 Authorizing the Mayor to enter into a Contract on behalf of the Town to obtain a Third Party Building Code Compliance Inspector for 606 Modoc Lane from CTI Consultants, Inc.; motion by CW Smith-Barnes; seconded by CW Mann to waive the reading; all were in favor; motion by CW Smith-Barnes; seconded by CW Mann to adopt Res. 67-16; discussion; vote (6) yes; (0) no; (1) absent; motion passed.

Resolution 68-16 Authorizing the Mayor to enter into a Contract on behalf of the Town to obtain a Third Party Fire Protection Inspector for 606 Modoc Lane from Koffel Associates (Fire Protection Engineers); motion by CM Kennedy II; seconded by CW Mann to waive the reading; all were in favor; motion by CW Smith-Barnes; seconded by CW McLaurin to adopt Res. 68-16; discussion; Attorney Best let the TC know that the company is not in good standing with the State of Maryland; vote (6) yes; (0) no; (1) absent; motion passed.

Resolution 69-16 to Adjust Funds in appropriations in FY2017 Budget; motion by CM Kennedy II; seconded by CW Smith-Barnes to waive the reading; all were in favor; motion by CM Kennedy II; seconded by CW Muhammad to adopt Res. 69-16; no discussion; vote (6) yes; (0) no; (1) absent; motion passed.

Resolution 70-16 FY2017 Budget Amendment; motion by CM Kennedy II; seconded by CM McLaurin to waive the reading; all were in favor; motion by CM Kennedy II; seconded by CM Barnes to adopt Res. 70-16; discussion; vote (6) yes; (0) no; (1) absent; motion passed.

New Business – None

Adjournment – 9:38 pm

Bonita Anderson
Submitted by Town Clerk