

TOWN COUNCIL WORK SESSION MINUTES

Town Hall

Monday, April 28, 2014

1:00pm

Mayor Scheessele, Vice Mayor Rice, and Councilman Albright met in work session on Monday, April 28, 2014 at the Town Hall. Also in attendance were Town Manager Ryan Hicks, Town Clerk Andrea Brady, Maryland Independent Reporter Rebecca Barnabi, and John Morgan and Karrie Wood of Community Bank.

March 24, 2014 Closed Session – Topics discussed during the closed session held at the end of the Work Session on March 24, 2014 included various options for investment of public funds to enhance economic development. The closed session adjourned at 4:00pm.

Community Bank – John Morgan and Karrie Wood from Community Bank began by giving background information on their bank. Mr. Morgan and Ms. Wood have met previously with Finance Officer Ginger Foster, and Town Manager Hicks to discuss products they provide, as well as issues or concerns the Town may have with their current bank. Community Bank is a local bank so any funds on deposit would go out into the local community. If Mayor and Council approves, Community Bank will put together a proposal which is an apples to apples comparison with the Town's current banking institution. If the Town were to choose to work with Community Bank, they have a team of people in Waldorf who would handle the change over and training and even the online banking can be set up to the Town's specific needs/requests. Mayor and Council requested references, which Ms. Wood said she would provide. Town Manager Hicks thanked Mr. Morgan and Ms. Wood for coming out to speak at the work session but more internal discussion with the Finance Officer will be needed before any decisions can be made.

Briefing by Officer Elliot – Vice Mayor Rice spoke with Officer Elliot about giving a briefing at the Town meeting on Internet Identity Theft. The Sheriff's Office will have someone come out to the meeting to provide a 15 minute briefing that will include a power point presentation. Mayor and Council were in agreement to allow the briefing at the meeting. Vice Mayor Rice will verify that someone will be available for the May 5 meeting.

5 Davis Drive Retaining Wall – The homeowner at 5 Davis Drive has requested that the Town repair a retaining wall in her yard. At this point no one has any knowledge of the Town installing the retaining wall at 5 Davis Drive. To repair/replace the wall it would be a costly project and would have to be put out for bid. Town Manager Hicks will do further research on the retaining wall to provide Mayor and Council with more information. At this time Mayor and Council are not in favor of repairing or replacing the retaining wall at 5 Davis Drive.

AVSI: Website Maintenance Proposal – Advanced Vision Systems Incorporated submitted a quote for website maintenance on the Town's new website. Maintenance on the website will include posting as well as tracking current information for accuracy, and looking for new information to post pending approval. The proposal is for 16 hours monthly at \$45 per hour. Around \$8,600 per year. Town Manager Hicks recommends that the Mayor and Council approve the proposal. AVSI has done an outstanding job so far on the website, and the Town is lacking

the staff or the hours to try to maintain the website in house. After one year the amount of hours will be reassessed and a new proposal will be made. Mayor and Council approved the proposal.

Gary Hodge Proposal – Town Manager Hicks started by saying that Gary Hodge has been out to speak about economic development with the Mayor and Council as well as the Planning Commission and Economic Development Commission. Mr. Hodge has great ideas and great connections. Town Manager Hicks feels it is time to show the citizens that the Town is serious about economic development, and Gary Hodge has the Town's best interests at heart. There is money in the budget for economic development. Mayor and Council were in agreement that the economic development contract should be awarded to Gary Hodge and they asked to have the award added under new business on the May 5, meeting agenda.

Review of May Town Meeting Agenda – Add award of economic development contract to Gary Hodge under new business. Mayor and Council had no other changes or additions.

Roundtable:

Mayor – Mayor Scheessele and Town Manager Hicks have been working with AVSI reviewing draft pages for the website and putting together information that would interest potential business owners. The Town is working to get rid of the white Ford Taurus at the Ely property. Town Manager Hicks has heard from the property manager Gillian Green and they are in the process of getting the car removed from the lot.

Vice Mayor – None

Councilman – Councilman Albright expressed a concern about illegal dumping and used the Nazarene Church on Raymond Avenue as an example. The church had someone dump bulk trash items in front of their property and when they called about a bulk trash pick-up they were told they would have to pay a \$50 fee. Councilman Albright feels that criteria should be set up to waive the fee if it can be proven that the bulk trash is a result of illegal dumping. Town Manager Hicks concern is that in order to waive the fee for the church the fee then falls to the citizens of the Town, and local businesses get charged to have bulk trash pick-up when items are dumped near their dumpsters. Councilman Albright agreed that it would not be fair to expect citizens to cover the cost of someone else's bulk trash pick-up but wanted his concern about illegal dumping to be noted. Mayor Scheessele brought up portable security cameras.

Town Manager – Town Manager Hicks reported that work on the Trailhead Plaza is scheduled to begin this week depending on the weather. Woodland hoped to work on the Connector Trail this week but it will likely be next week due to the rain. Roll curbs will be put in at the portion next to the Moose Lodge to address their concerns. The Town has taken care of the major pothole issues in Town. The County has received a grant for \$321,000 for road repair, but Town Manager Hicks does not anticipate the County giving any of that money to Indian Head or La Plata. Residents inquire daily about recycling totes. Those that do inquire are being told about the Town switching to the 95 gallon totes instead of the 18 gallon. Town Manager Hicks has received a contract from Shaffer and they will handle distribution of the totes as well. The totes will have the sensors in them and the Town seal. Residents who choose to can continue to use the 18 gallon totes, Waste Management will pick up both. Mayor and Council approved Town

Manager Hick's request to have award of the contract added to the May agenda. There is a BZA hearing on April 30 at 5:15pm for Ferguson Excavation's use of the old Ely law office as a staging area. The Town has received updated plans for the gas lines. A resident sent in an email inquiring about the possibility of a Town police department. Town Clerk Brady will forward the email to Mayor and Council. Mike Jones obtained a quote from Gragan and Sons to replace windows in the Town's building that is currently being used for Up the Creek Rentals. Town Manager Hicks asked if Mayor and Council would be willing to split or cover the cost since it is a Town owned building. The cost to replace the windows would be \$2000. Vice Mayor Rice made a motion for the Town to cover the full cost of the window replacement. Councilman Albright seconds the motion. Motion carried.

Town Clerk – None

Mayor Scheessele closed the session at 2:05pm. Mayor and Council moved into closed session.


Andrea Brady, Town Clerk