

TOWN COUNCIL WORK SESSION MINUTES
Town Hall
Wednesday, November 18, 2015
3:35pm

Mayor Paulin, Vice Mayor Sitoula, and Councilman Smith met in work session on Wednesday, November 18, 2015 at the Town Hall. Also in attendance were Town Manager Ryan Hicks and Town Clerk Andrea Brady.

October 21, 2015 Closed Session –During the closed session held at the end of the Work Session on October 21, 2015, Mayor and Council discussed the EAST Inc. contract. No actions were taken at this time. The closed session adjourned at 3:15pm.

Sheriff's Department: Speed Cameras – Major Becker from the Charles County Sheriff's Department spoke with Mayor and Council about speed cameras. According to a survey done in January the Indian Head Elementary School zone is one of the lowest reporting locations in the County. Due to the low number of violations it is not recommended to place a camera in the school zone due to violations versus cost. Major Becker discussed radar trailers. The radar trailers show the driver's speed and register a report on average speed. This helps distinguish between perceived issues versus an actual issues. This also helps value based policing. If the Town decides to purchase a trailer the Sheriff's Department's special operations would process the data. Major Becker will get price information and send it to Town Manager Hicks. Mayor and Council discussed how a visible police presence helps reduce speed as well and agreed to move Officer Elliot's parking space to make his car more visible from the roadway in hopes of slowing down traffic. Major Becker said Sheriff Berry will be available for further discussions mid-December.

Rainbow Construction – Mayor and Council discussed Rainbow Construction's request for higher density for their property on Strauss Avenue. Mayor and Council agreed to move forward with the Planning Commissions original approval for 8 lots only.

Moose Lodge Petition – The Moose Lodge submitted a letter and petition to Mayor and Council requesting to change the name of Town Street to Moose Lodge Way. The Moose Lodge is currently the only resident on Town Street other than a water tower that has antennas for Verizon, AT&T and T-Mobile on top. Town Manager Hicks explained that there would be several steps that would have to be gone through to make the change and there could potentially be some cost involved. Mayor and Council agreed to move forward with changing the name of Town Street to Moose Lodge Way if the Lodge agrees to a 50/50 split of any potential costs. Town Manager Hicks will look into the required steps to make the change.

Quarterly Shred Day – Councilman Smith spoke with the County about their quarterly shred event and he would like to leverage the event for use by the Town residents as well. Mayor, Council and Town Manager Hicks discussed the procedure to take part in the shred day. Mayor and Council approved overtime hours for the Public Works crew on the day of the quarterly shred event and residents will bring their shredding items to the Town Hall on the day of the event which will then be put in the Town's dump trucks and taken to La Plata by Public Works

where they will load all items into the shredder. The Town will have a shred event on Earth Day in April and will begin taking part in the County shred event in May.

Boards, Commissions & Committees Application – Mayor and Council reviewed Erich Herrmann’s application and agreed to appoint him to the Environmental Sustainability Committee.

Review of December Town Meeting Agenda – Mayor and Council requested to add a resolution to appoint Mr. Herrmann to the Environmental Sustainability Committee. There were no other changes.

Roundtable:

Mayor – Mayor Paulin brought up utilizing social media outlets for the Town such as Facebook, Twitter and YouTube. Vice Mayor Sitoula has secured the domain on Facebook and Mayor Paulin will do so on the other social media sites. Mayor Paulin plans to load Town meetings onto YouTube in hopes of a larger viewing audience and Vice Mayor Sitoula will update the Facebook page. Mayor and Council discussed having youth members on each of the boards, committees and commissions and debated on if the youth members would be given a voting say. Mayor and council will research the idea further and discuss it again at the December work session. Mayor Paulin reminded Council the need to review the Zoning Ordinance and provided a list of dates in December that he is available to meet. Town Clerk Brady will send the dates to Richard Parks and Council to help schedule the meeting date. Mayor and Council discussed the need to direct Gary Hodge’s focus on the Town’s economic development initiatives.

Vice Mayor – Vice Mayor Sitoula recently attended a planning meeting for the next MML Annual Conference. The committee is interested in Councilman Smith giving a cyber-presentation and Mayor Paulin speaking about youth leadership. Vice Mayor Sitoula suggested drafting a letter to invite the President to the Town’s parade next year and asked for an update on the Town’s website. Town Manager Hicks reported that the relationship with AVSI is still good despite not renewing their contract, and Town Clerk Brady is handling website updates. Vice Mayor Sitoula is working with Evie Hungerford to have a free movie night at the Black Box Theater between Christmas and the New Year. The event will be at no cost to the Town, Vice Mayor Sitoula plans to rent the screen and projector for the event.

Councilman – Councilman Smith suggested having Gary Hodge provide 30 minute briefings on his progress prior to the work sessions. Mayor Paulin and Vice Mayor Sitoula agreed. Town Manager Hicks will schedule the briefings with Mr. Hodge at Council’s request. Councilman Smith feel the Town should permit roadside/mobile vendors with a required list of parameters such as required permits. Mayor Paulin and Vice Mayor Sitoula agreed. Council will discuss this further when the review the Town’s Zoning Ordinance. Councilman Smith asked if the Council is interested in scheduling a stress management work shop. Mayor and Council agreed not to schedule the workshop at this time because the briefing at the November Town meeting was sufficient and a follow up session is not needed at this time.

Town Manager – Town Manager Hicks reported that the speed humps on Strauss Avenue will be installed by the first week of December, and all signage has been purchased for installation. The

owners of the property on Parran Lane plan to apply for a Smart Growth allocation to potentially build townhomes on their property. The request will have to go before Planning Commission before Council review. A Town resident is interested in setting up his coffee trailer in the parking lot of Michelle's Cakes and has provided a rough proposal for Council's review. The name of the company is Wee Bean Coffee and it has been extremely successful in La Plata. The owner's hope is that starting with the trailer could lead to a permanent commercial location within Town. Mayor and Council agreed that as long as the owner has the necessary Health Department permit and any necessary Town permits he should be allowed to set up his coffee trailer. The Wamsley and Kroc properties on Indian head Highway are scheduled for asbestos removal on Thanksgiving weekend and demolition will be done the following weekend. Town Manager Hicks has contact Commissioner Davis about potentially reducing the tipping fees at the landfill for this project. The State owns property on Seventh Street and they have inquired if the Town is interested in purchasing it. Councilman Smith is in favor of the Town purchasing pieces of property. The Town has not received a price for the land at this time. Mayor and Council will review this further before making a final decision. Town Manager Hicks asked Mayor and Council how they would like to handle holiday closings. Mayor and Council agreed to close at 12:30pm on Wednesday, November 25, Thursday, December 24, and Thursday, December 31. The half days will be listed on the website, on the Town sign and in the Smoke Signals along with regular holiday closures.

Town Clerk – Town Clerk Brady received a request from Von Brown Jr. to advertise the South Potomac Community Food Group in the Smoke Signals. Mayor and Council will research the group before making a final decision on advertisement in the Town's newsletter. Town Clerk Brady asked Mayor and Council if they would like to change the date of the December work session since it is scheduled on December 23, right before the Christmas holiday and asked Mayor and Council if they will be continuing to hold the work sessions at 3:30pm or if they will be going back to 2pm meeting time. Mayor and Council agreed to move the December work session to December 16 and they will be continuing to hold the meetings at 3:30pm. Town Clerk also asked what members of Council will be attending the SMMA Legislative Dinner. Everyone will be attending the meeting and Town Clerk Brady will handle the RSVPs.

Mayor Paulin adjourned the work session at 4:38pm.


Andrea Brady, Town Clerk