

**TOWN OF BLADENSBURG
WORKSESSION MINUTES
September 8, 2014 5:30 p.m.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 5:30 p.m. with Council Members Brown, Hall and Mendoza Present. Council Member Ficklin was excused.
- II. **APPROVAL OF MINUTES:** Council Member Hall moved to approve the July Worksession minutes as presented; Council Member Brown seconded the motion and it passed unanimously.
- III. **TOWN GRANT PRESENTATIONS: Capital Scholars,** Ms. Marshall reported that the funds were used for the summer STEM program, enabling 25 students to participate for free. Council Member Mendoza moved to approve the funds; Council Member Brown seconded the motion and it passed unanimously. **We Lead By Example,** Susan McCucheon reported the funds were used toward their anti-bullying campaign. Council Member Brown moved to release the funds; Council Member Mendoza seconded the motion and it passed unanimously. **Elizabeth Seton High School,** Sister Ellen Marie reported her funds were used for STEM and legal programs' internships. Council Member Hall moved to approve the funds; Council Member Mendoza seconded the motion and it passed unanimously.
- IV. **EMPLOYEE PERFORMANCE EVALUATION: Ms. Colleen Shannon** gave an overview of the proposed performance evaluation system that was developed by the Singer Group, that the Town contracted with to develop a new format. The Mayor and Council requested time to review the proposed system and forward any questions to the Town Administrator. Council Member Mendoza moved to suspend the current evaluation process until the October Worksession; Council Member Hall seconded the motion and it passed unanimously.
- V. **TOWN STRATEGIC MANAGEMENT PROPOSAL: Ms. Jeanne E. Bilanin, University of Maryland's Institute for Governmental Service** presented a proposal for guiding the Town through its strategic planning process. She recommended a five year plan to include a valued taskforce including residents and businesses. This will be taken up again at the October Worksession.
- VI. **HISTORIC PRESERVATION OF EVERGREEN CEMETERY: Mr. Howard Berger and Ms. Jennifer Strobel, Prince George's Preservation Commission staff** gave an overview of their evaluation of the property and their recommendations for the September 16th hearing that would name the property as an historic designation. They encouraged Town representatives to

attend and testify. This will open the doors for possible funding for restoration.

- VI. BUSINESS INCUBATOR-BARBER SHOP: Pastor Clarence Crawford** has opened a business in the Autumn Woods area shopping center that will encourage a diverse group that will hone complementary skills, education, and commitments to future business ownerships. Council Member Brown moved to approve support for this program; Councilmember Mendoza seconded the motion and it passed unanimously.

VI. UNFINISHED BUSINESS

Bostwick Board: Town Clerk McAuley recommended Susan Pearl and Richard Cote' for the Board. Council Member Mendoza moved to approve the nominees; Council Member Brown seconded the motion and it passed unanimously.

Comcast Ordinance 6-2014: Mr. Moss explained that this was necessary to keep the current contract in place by extension, to be voted on at the Council Meeting to follow

Budget Amendment Ordinance 7-2014: This budget amendment will allow for purchase of police vehicles, paid partially an MEA grant.

MEA Resolution 3-2014: This policy complements the above ordinance and dictates vehicle fuel reduction goals (20%).

Port Towns' Healthy Meeting & Event Resolution 4-2014: This policy promotes healthy food choices for Town events and meetings.

Travel Policy: Town Management Team recommended that the Town's Policy needs to be reviewed and possibly be amended in some areas. Staff will make recommendations at the future meeting.

VII. NEW BUSINESS

Parking Committee: Council Member Mendoza moved to create a Parking Committee to address various concerns that residents have expressed about overcrowded streets. The committee will be diverse and be represented by all areas of the Town. Council Member Brown seconded the motion and it passed unanimously.

Employee & Citizen Recognition Selection: The Mayor reported that the Council will discuss this in the immediate future.

- VII. ADJOURNMENT:** There being no further Worksession business, at 6:50

p.m., Council Member Mendoza moved to adjourn; Council Member Brown seconded the motion and it passed unanimously.

Respectfully submitted,

Patricia A. McAuley, Town Clerk

**TOWN OF BLADENSBURG
COUNCIL MEETING AGENDA
September 8, 2014 7:00 P.M.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 7:00 p.m. with Council Members Brown, Ficklin, Hall and Mendoza present.
- II. **OPENING PRAYER:** Council Member Ficklin gave the opening prayer.
- III. **PLEDGE OF ALLEGIANCE** was recited.
- IV. **APPROVAL OF MINUTES:** Council Member Mendoza moved to approve the July Council Meeting minutes as presented; Council Member Ficklin seconded the motion and it passed unanimously.
- V. **SPECIAL PRESENTATIONS**

Introduction of New Police Officer: Chief Owens introduced new Officer Jose' Berrera.

Promoted Police Officers: To Lieutenant: Sgt Flynn and Stone
To Sergeant: Corp. Corsey
To Corporal: Officer Brooks

Congratulations were extended to all.

Employee Recognition: Code Enforcement Officer Danny Needham was recognized for his committed service to the Town for 40 years. He was presented with a plaque and gift.

VI. **MAYOR & COUNCIL REPORTS included:**

Council Member Brown reminded all to slow down cars as school is in session. She announced the upcoming Community Forum and Port Towns' Day.

Council Member Ficklin attended the Community Action Committee meeting, MML Communications Committee meeting, and the Recreation Council meeting.

Council Member Mendoza spoke about the recent loss of Former Council Member and resident Warren Hoffman. He reported on the upcoming Liquor Board hearing concerning the "G" nightclub that is outside, but near, the Town.

Council Member Hall reported on working with the summer youth who were employed by the Town through the TNI project.

Mayor James spoke about the overcrowded schools. He thanked all who helped with the Battle of Bladensburg Commemoration. He encouraged residents to attend the quarterly forums as an opportunity to speak on Town issues.

VII. STAFF REPORTS: Staff reports are available electronically, on the website and in the Town Clerk's Office.

VIII. UNFINISHED BUSINESS: There was no Unfinished Business.

IX. FINANCIAL BUSINESS

Approval of Travel for Mayor and Council: Council Member Brown requested approval to travel to Austin, Texas in November for the NLC Conference. Council Member Ficklin moved to approve the travel; Council Member Hall seconded the motion and it passed unanimously.

Emergency Ordinance 7-2014: Budget Amendment to Purchase Police Vehicles: Following the reading by the Town Clerk, Council Member Mendoza moved to approve the Ordinance; Council Member Brown seconded the motion and it passed unanimously. (This purchase is reimbursed in part through an MEA grant.)

Council Member Brown requested that \$350 of her Council Project Funding be allocated to A Plus Kids and \$100 to the Senior Club. Council Member Ficklin moved to approve the allocation; Council Member Hall seconded the motion and it passed unanimously.

X. NEW BUSINESS

Resolution 3-2014: MEA Grant: Green Policy for Vehicles: Following the reading by the Town Clerk, Council Member Brown moved to approve this Resolution setting a policy to reduce vehicle fuel consumption as part of its partnership with MEA; Council Member Hall seconded the motion and it passed unanimously.

Resolution 4-2014: Healthy Meeting and Event Policy: Following the reading by the Town Clerk, Council Member Ficklin moved to approve this policy to promote healthy food at Town sponsored events and meetings; Council Member Brown seconded the motion and it passed unanimously.

Emergency Ordinance 6-2014: Comcast Franchise Agreement: Following the reading by the Town Clerk, adopting an extension of the Agreement, Council Member Mendoza moved to approve the Resolution; Council Member Hall seconded the motion and it passed unanimously.

XI. PUBLIC COMMENTS: The Mayor entertained comments (limited to two minutes) from the audience.

XII. ADJOURNMENT: There being no further business, at 8:45 p.m., Council Member Hall moved to adjourn; Council Member Mendoza seconded the motion and it passed unanimously.

Respectfully submitted,

Patricia A. McAuley, Town Clerk