



Approved January 20, 2026

**TOWN OF UNIVERSITY PARK
MAYOR AND COMMON COUNCIL MEETING MINUTES
VIA VIDEO AND AUDIO CONFERENCE
January 5, 2026, 7:30 P.M.**

COUNCIL MEMBERS PRESENT:

Ralph Dubayah	Council member, Ward 1
Mary Gathercole	Council member, Ward 2
Cynthia Mowery	Council member, Ward 4
Grant Godfrey	Council member, Ward 6
William Sweet	Council member, Ward 7

STAFF PRESENT:

Debi Sandlin	Town Administrator
Suellen Ferguson	Town Attorney
TC Hegeman	Town Clerk
Chief Coleman	Police Chief
Michael Beall	Public Works Director

Excused:

Casey Kelby	Council member, Ward 3
David McGaughey	Council member, Ward 5

1. CALL TO ORDER

Mayor Morrissey called the meeting to order at 7:30 p.m.

2. APPROVAL OF AGENDA

Director Beall requested to add an item to the agenda regarding WSSC construction issues on Woodbury Street and possible solutions to facilitate the project.

Motion: To approve the agenda with the addition of the WSSC Woodbury Street construction item under New Business. *Motion made by CM Sweet, seconded by CM Godfrey*

Motion was carried unanimously.

3. APPROVAL OF MINUTES

Motion: To approve the minutes of the December 1, 2025, meeting. *Motion made by CM Sweet, seconded by CM Mowery.*

Motion was carried unanimously.

4. PUBLIC COMMENT

There was no public comment.

5. MAYOR, COUNCIL, AND COMMITTEE COMMENTS AND REPORTS

a. Police, Traffic & Public Safety Committee – CM Gathercole

The meeting for January 7th has been cancelled and has been rescheduled for February 4th.

b. Public Facilities Committee – CM Sweet

The meeting is scheduled for Thursday, January 15th. The committee expects to discuss new information regarding Town Hall project planning. CM Sweet also indicated he would be reaching out to compile six months of data from PEPCO regarding EV chargers, including the number of permits issued, funds collected, and tickets issued to help inform permit costs for the next cycle.

c. Sustainability Committee – CM Dubayah

The meeting is scheduled tomorrow at 7:30 p.m. and will be discussing lighting, mainly crosswalk lighting.

d. Mayor Morrissey

The mayor reported that she participated on a panel with two other mayors at the UP Women's Club meeting, which had excellent turnout and good questions. She also proposed planning a town forum about traffic issues and mitigation solutions under consideration, which she would lead with the engineers present to take questions from the public.

Mayor and Council discussed various aspects of a public forum as well as the type of data the cameras will yield. In addition, it was suggested they wait for the data before scheduling the meeting. Council agreed the forum could be scheduled for March or April after additional committee work is completed.

6. CONTINUING BUSINESS

a. Adoption of Charter Amendment 25-CR-01

Motion: To adopt Charter Amendment 25-CR-01 to amend Section 618(B) of the Town Charter to delete the requirement that the newsletter editor be appointed by the Mayor and approved by the Council, and serve at the pleasure of the Mayor and Council. *Motion by CM Sweet, seconded by CM Gathercole.*

Motion was carried unanimously.

b. Adoption of Legislative Resolution 25-O-09

Attorney Ferguson explained that the ordinance was modified from the introduced version. The original proposal included establishing a Public Works Capital Outlay Expense item, but this was unnecessary as it had been addressed in a prior ordinance. The Public Works Director preferred placement in the previously created line item 07-7000.

Motion: To adopt Legislative Resolution 25-O-09 to reestablish reserve designated line item 6650-08, Town Hall Construction and Design, and transfer \$454,047.00 from unreserved,

undesignated funds to that line item. *Motion made by CM Sweet, seconded by CM Gathercole.*

Motion was carried unanimously.

7. NEW BUSINESS

a. WSSC Woodbury Street Construction Discussion

Director Beall provided an update on the WSSC sewer replacement project on Woodbury Street. The contractor has encountered significant operational obstacles. These issues have caused the contractor to work after permitted hours on multiple occasions, including until after 8:00 p.m. on December 23rd and January 5th. He proposed that the Town temporarily allow steel plates to be placed overnight to cover the openings on a case-by-case basis when weather forecasts do not indicate snow events. This could help the contractor complete work by 4:00 p.m. and reduce resident disruption.

Motion: To authorize the Town Administrator and Public Works Director to allow steel plates on a case-by-case basis as needed to reduce resident inconvenience during the WSSC project. *Motion made by CM Godfrey, seconded by CM Gathercole.*

Motion was carried unanimously

b. Meadow Path Discussion

Director Beall reported that the work needs to be completed while ground conditions are frozen rather than waiting for the spring thaw. The project will install a second path around the opposite side of the meadow using engineered wood fiber (EWF) mulch, six feet wide. The Sustainability Committee members involved with the meadow requested this addition. Director Beall explained that completing the work in January allows the Town to secure contractors before the busy spring season when they prioritize larger projects. The estimated project cost is \$4,000-\$5,000. Council expressed support for proceeding with the project.

c. Year in Review Presentation

Administrator Sandlin presented highlights from 2025 for General Government, Police Department, and Public Works Department. The presentation covered accomplishments in three areas: strong advocacy, strategic collaboration, and sound financial stewardship.

Administrator Sandlin noted that budget work session dates would be scheduled soon, likely beginning in March and would be brought to Council for approval.

8. ADJOURNMENT

Adjourned by consent at 8:20 p.m.