



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL
VIA VIDEO AND AUDIO CONFERENCE
7:30 p.m.
February 21, 2023
MINUTES**

1. CALL TO ORDER: *Mayor Biermann* at 7:32PM

Present: Mayor Biermann, Mr. Dubayah, Ms. Gathercole, Ms. Morrissey, Mr. Morgan, Mr. McGaughey, Ms. Wells and Mr. Sweet

Absent: None

2. APPROVAL OF THE AGENDA

Moved by: Ms. Wells

Seconded by: Mr. McGaughey

Yea: 7

Nay: 0

Abstain:

3. APPROVAL OF MINUTES: *February 6, 2023*

Moved by: Ms. Wells

Seconded by: Mr. Dubayah

Yea: 7

Nay: 0

Abstain:

4. INTRODUCTION FROM UNITED STATES REPRESENTATIVE GLEN IVEY’S (MD-04) CONGRESSIONAL STALL (COMMUNITY LIAISON ETHAN SWEEP)

Mr. Sweep spoke about the Grants Newsletter that will be published soon. It will contain information about federal grants that are available as well as webinars on how to write better grants. His office is available and willing to assist University Park, and invited the Mayor and Council to contact him with any matters that constituents may have.

5. PUBLIC COMMENT

None

6. MAYOR, COUNCIL, AND COMMITTEE COMMENTS AND REPORTS

Police, Traffic and Public Safety Committee - Ms. Gathercole

- The next meeting is March 8.
- The Committee met on February 8 and received a report from Chief Baker with Speed Radar Camera data from Van Buren Street for December 1, 2022 through January 31, 2023. The data shows there is not a lot of speeding on that street.

- It was reported that the Chief recommends a Stop sign at the bottom of Van Buren Street on Wells Parkway in addition to adding sidewalks as children currently must walk in the street.
- Would like to schedule a public forum on April 22 so Chief Baker can present the annual report and explain the resources utilized to keep the town safe. Ms. Gathercole is searching for a venue. Chief Baker would also like to discuss Neighborhood Watch.

Development Overview Committee – Ms. Wells

- The Committee met on February 9 and discussed the letter on the agenda for approval that will be sent to the County Planning Board concerning the conversion of a portion of the garage, which is immediately to the west of the new library.
- To view and learn more about rain gardens and their construction and maintenance, there will be a rain garden field trip on February 25 at 10:00 a.m. to view neighbors' rain gardens.
- Emailed the County, the Department of Environment, Soil Conservation District and County Council Member Eric Olson because the creek is muddy again and asked for a meeting to discuss the storm water issues. I Hope to have a meeting with County Council Member Eric Olson in the next week or so.

Public Facilities and Services Committee – Mr. Morgan

- The Committee met on February 16 and discussed storm water issues in Ward 2, which should be addressed.
- Also discussed RK&K's reports detailing recommendations for fixing a number of storm water issues in town. The committee will organize the storm water issues by priority and feasibility.

The Transit Task Force Committee - Mr. McGaughey

- The Committee met February 15 and have a preliminary draft of a report.
- There appears to be very generous federal grants to fund the electric shuttle infrastructure. The shuttles are approximately \$180,000 with an ADA lift. The federal government does have grants that can fund up to 85% of the purchase price.

Policy Rules of Municipal Structure Committee – Ms. Morrissey

- The next meeting is March 2, and an agenda will be distributed soon.
- The Ad Hoc Committee formed to hire a new Town Administrator has been working hard and is looking forward to sharing one recommendation with the group later today.

The Sustainability Committee - Mr. Dubayah

- The next meeting is March 7 and will be focused on the renewal for Sustainable Maryland and Mike Hunninghake will attend that meeting.

Mayor's Report – Mayor Biermann

- Items for the agenda must be submitted at least 24-hours in advance for consideration. Please cc Ms. Hegeman on your request.
- The Budget Report will be submitted in early April.
- Suggested the creation of a special committee to discuss allotment of ARPA funds.
- The Town is close to breaking ground on the Tot Lot.

7. NEW BUSINESS

A. TRAFFIC CALMING DEVICE ORDINANCE (*Introduction*)

Motion: To introduce Ordinance 23-O-02, an ordinance amending Chapter 9, Vehicles and Traffic, of the Code of the Town to add Article 4, Traffic Calming Devices, §§9-401 through 9-407, to provide a resident petition process for installation and removal of traffic calming devices.

Moved by: Ms. Gathercole

Seconded by: Ms. Morrissey

Yea: 7

Nay: 0

Abstain:

B. LETTER TO THE PRINCE GEORGE’S COUNTY PLANNING BOARD

Motion: On the advice of the Town’s Development Overview Committee, to authorize the Mayor to send a letter to the Prince George’s County Planning Board addressing the Town’s concerns with the proposed Preliminary Plan to develop a portion of land on the south side of Toledo Road that is approximately 265 feet from the intersection of Toledo Road and Adelphi Drive.

Moved by: Ms. Wells

Seconded by: Mr. Morgan

Yea: 7

Nay: 0

Abstain:

C. TOWN ADMINISTRATOR SEARCH CONTRACT

Motion: To authorize the Mayor to contract the services of the Mercer Group in order to identify candidates for the position of interim Town Administrator at a cost not to exceed \$2,500.

Moved by: Ms. Morrissey

Seconded by: Ms. Wells

Yea: 7

Nay: 0

Abstain:

D. TOWN WEBSITE – CIVICPLUS CONTRACT UPGRADE

Motion: To authorize the Mayor to contract with CivicPlus to integrate their SeeClickFix platform into the Town’s website at an additional cost of no more than \$5,500 per year to enhance the methods of communications with Town residents and improve the Town staff’s ability to accurately and quickly respond to resident concerns.

Moved by: Mr. McGaughey

Seconded by: Mr. Dubayah

Yea:

Nay: 0

Abstain:

Mayor Biermann withdrew the Motion.

E. INSTALLATION OF STOP SIGN ON WELLS PARKWAY

Motion: To approve a STOP sign at 6900 Wells Parkway at the intersection of Van Buren Street to control southbound traffic on Wells Parkway.

Amended Motion: To approve two STOP signs at 6900 Wells Parkway at the intersection of Van Buren Street to control southbound and well as northbound traffic on Wells Parkway.

Moved by: Ms. Gathercole

Seconded by: Mr. Morgan

Yea: 7

Nay: 0

Abstain:

8. DEPARTMENT REPORT

A. REPORT FROM THE TOWN ATTORNEY ~ *Suellen Ferguson*

Not present.

B. REPORT FROM THE TOWN CLERK ~ *TC Hegeman*

- Information about the one building permit is in the agenda packet. There was also one dumpster permit.
- Still need another Supervisor of Elections and Election Judges; this information will be in the March newsletter and is online. If anyone is interested, they should contact Ms. Hegeman.

C. REPORT FROM THE CHIEF OF POLICE ~ *Chief Harvey Baker*

Crime Report for February: 3 incidents.

- PFC Shepherd will participate in career day at University Park Elementary School on February 24.
- Acting Sergeant Govan and PFC Deshields were both promoted to the rank of Sergeant as a result of their successful interview with the Sergeant Promotion Oral Board.
- One crossing guard has stepped down for the remainder of the school year. We will begin advertising to fill that vacancy.
- On March 14, 2023, there will be a police officer hiring board as we hope to hire one or two new officers.
- The DEA Drug Take Back is April 22 from 10a.m. to 2 p.m. at Town Hall.

D. REPORT FROM THE DIRECTOR OF PUBLIC WORKS ~ *Michael Beall*

- Demolition of the Tot Lot began on February 14 with a tentative completion date of March 21.
- Washington Gas and subcontractors had to fix the gas line which was within two feet of the largest Elm tree on public property located at 6500 Queens Chapel Road. They were able to run a new line without damaging the tree.
- On February 15 a speed hump was relocated to the 4000 block of Van Buren Street.
- Pepco Vegetation Management began work on Tuckerman Street and only have about six or seven days of work to do.
- Phase2B: the storm water structures have been received by the contractors so they can finish that project.
- Approximately 70% of the miles driven are electric miles on the new Public Works plug-in hybrid vehicle.

9. ADJOURNMENT by consent at 9:47 p.m.