



Town of Garrett Park
PO Box 84
4600 Waverly Avenue
Garrett Park, Maryland 20896

Regular Meeting of Town Council
Garrett Park Town Hall
10814 Kenilworth Avenue
Garrett Park, Maryland 20896

Town Council Meeting: 14 September 2015

Minutes

Call to Order: Mayor Benjamin called the meeting to order at 7:30 PM. Present were Council Members Chantry, Flynn, Schulp, Wegner and Welch. Several town residents, Catherine Provost of Congressman Chris van Hollen's office, and Margaret Soltan of the Bugle also attended.

Approval of Agenda: The agenda was approved as presented.

Presentations by Residents: There were no presentations by residents.

Approval of Minutes: The minutes of the July 14, 2015 Council meeting were approved as presented.

Action:

- Council approval of appointments to the Arboretum Committee.

Mayor Benjamin presented two appointments to the Arboretum Committee for Council approval: Bill Elwood and Kathy Benjamin. Councilmember Chantry moved approval of the two appointees; Councilmember Wegner seconded. The appointments were approved unanimously.

- Council approval of Street Rehabilitation Project Contract.

Councilmember Wegner explained that the Town had gone through a formal bidding process to select a paving company for the second phase of the street rehab project. After review of the six bids, M.T. Laney, Inc. was selected. Councilmember Wegner explained that M.T. Laney was the contractor for the previous paving project in 2014 and that we were very happy with their work. Councilmember Wegner moved to award the paving contract to M.T. Laney. Councilmember Flynn seconded the motion and it was passed unanimously.

- Council Approval of the On-Call Engineer Contract.

Councilmember Wegner reported to the Council that the current on-call engineering firm, Chester Engineers, had not performed well and that the decision had been made to replace them. The Town received seven proposals from engineering firms and selected Nobis Engineers as the best option. Councilmember Wegner moved approval of a contract with Nobis Engineers for On-Call Engineering services. Councilmember Chantry seconded the motion and it was approved unanimously.

- Council approval of the leaf collection contract.

Town Manager Swearingen explained that Bethke Landscaping had agreed to continue the service for another two years at the current price. The Town has also requested a bid from Hughes Landscaping and had not yet received that bid. Since there had been an early fall of leaves and removing leaves before beginning street paving was desirable, the manager asked that the Council provide him authority to select the contractor once the second bid has been received, rather than wait for the next Council meeting. Councilmember Wegner moved to allow the Town Manager to select the leaf collection contractor and award a contract. Councilmember Schulp seconded the motion and it was passed unanimously.

Discussion:

- September meeting on the impact of sidewalk on historic preservation in Town.

Mayor Benjamin explained that the meeting was the result of a request by consulting parties to discuss the impact of sidewalks on the historic character of the Town and is scheduled for September 15 at 7:30 pm in Town Hall. All who attend will be able to participate in the meeting and he hopes that the Council members will attend. He proposes to allow up to 5 minutes for each speaker. Catherine Provost of Congressman Chris van Hollen's office expressed the Congressman's interest in the sidewalk project and indicated his willingness to assist if needed.

- Change of the Town's Email addresses.

Town Manager Swearingen informed the Council that as part of the development of the new Town website the Town has obtained a new domain name, garrettparkmd.gov, which will become the domain for both our new website and our new email service. The Town staff, all councilmembers, and the mayor will have individual e-mail addresses with this domain name. The new email will be simplified with a naming convention that is easy to remember and use. For instance, the Mayor's email address will be mayorpeter@garrettparkmd.gov, council member Wegner's will be councilhans@garrettparkmd.gov, and the manager's will be managergene@garrettparkmd.gov. Town Manager Swearingen is to provide information to each Council member on how to set up their new email.

Town Manager's Report: The Town Manager provided an update on various projects being undertaken by the Town and also discussed the June end of year budget numbers. The numbers are preliminary because the audit has not been completed. However, the Town brought in more revenue than was projected and remained under the spending

projections in all major categories. The effect of these actions will be approximately \$160,000 in revenues over expenses which will be carried forward to FY 2016 leaving the town in excellent financial shape as we move into the new year.

The Manager's Report is attached to these minutes.

Adjournment: Mayor Benjamin adjourned the meeting at 8:02 PM



Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gene Swearingen", is written over a faint, circular official stamp or watermark.

Gene Swearingen, Clerk-Treasurer