

The Town of
GLEN ECHO
Chartered 1904

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May 13, 2019
Town Council Meeting Minutes

CALL TO ORDER: MAYOR WILLEM POLAK, 7:00 PM

Mayor Willem Polak announced that the meeting is being recorded.

Present: Mayor: Willem Polak. **Councilmembers:** (CM) Dia Costello, Dan Spealman, Matt Stiglitz, and Julia Wilson

Town Clerk: (TC) Beth Boa, **Town Attorney:** Ron Bolt

Residents: Raya Bodnarchuk (Harvard Ave), Jerald Bodlander (Wellesley Circle), Don Dworsky (Columbia), Emily Parsons (ECHO), Jan Shaut (Harvard Ave), Edie Springuel (Vassar Circle), and Speke Wilson (University). Jean Sperling.

RESULTS OF TOWN ELECTION MAY 6, 2019:

Jan Shaut, Elections Chair, reported on the Town Election. 72 residents voted including two absentees. The election judges were: Maire Hewitt (Wellesley Circle); Patty Sieber (Princeton); and Susan Grigsby (University). Residents Dia Costello and Julia Wilson won four-year terms (2023) as Council Members. The Council and Mayor thanked Jan for her work as Elections Chair.

ACTION ON APPOINTMENT OF CLERK-TREASURER:

Mayor Polak introduced new Town Clerk-Treasurer, Elizabeth Boa.

Motion to approve appointment of Town Clerk-Treasurer: CM Spealman; 2nd CM Stiglitz. **Approved 3-0.**

SWEARING IN OF NEW COUNCIL MEMBERS AND OF NEW CLERK-TREASURER:

Mayor Polak swore in the new Council Members Julia Wilson and Dia Costello and the new Clerk-Treasurer Elizabeth Boa.

ACTION ON APRIL 8, 2019 COUNCIL MEETING MINUTES:

The Council discussed edits and clarifications needed to the Minutes of last month's meeting and tabled them until the next meeting. TC will correct minutes and they will be acted on at the June 10 Council Meeting.

FINANCIAL REPORT FOR THE MONTH OF APRIL:

TC Boa presented the financial report for the month of April. The month of April was a quiet month as far as revenues and expenses. The Town collected \$2,900 in permitting fees (Vassar Circle). The largest expense was Hughes Landscaping - \$3,500 for spring clean-up at the Town Hall and mulching. There will be a larger bill for May due to more frequent mowing of the ROW (mowed on May 3). This increase in service may also be required for the balance of the spring and summer.

Motion to Approve the April Financial Report: CM Stiglitz; 2nd CM Costello. Approved 4-0

TOWN CLERK'S REPORT:

Floor Refinishing: Exquisite Floor Enterprise will begin on the Town Hall floor May 16 and the floor will not be ready for use until May 22. The cleaning and waxing of the vinyl floors can be done after the 22nd if they do not get to it by then.

LGIT Policy Renewal 2020: The Town received the insurance policy renewal package from the Local Government Insurance Trust for 2019-2020. The policy is effective as of July 1, 2019. The application must be completed and submitted to LGIT by May 31. The current coverage for Property is \$1,073,482 and \$1,000,000 for valuable papers and records. The application is available for review in the office of the Town Clerk.

Summer Picnic: The Council discussed the date of the annual summer picnic and agreed that the date of July 21, 2019 was preferred over the originally proposed date of July 28.

LSWG Meeting: Linton, Shafer, Warfield and Garrett, P.A., the auditor selected for FY2019, has scheduled a meeting with the Town Clerk and Mayor Polak to initiate the audit of the FY2019 financials of the Town. This is scheduled in the Town office for May 17.

Goode Companies Refuse Collection Quote: At the suggestion of a resident, the Council examined the cost of reducing trash pick-up from twice a week to once a week to determine the extent of the cost savings that would result from this reduction in service. The trash contractor reported to the former TC that a change to once a week trash pick-up would reduce the per-unit cost from \$31.87 to \$31.07, a difference of \$0.80 per household or \$76.80 on an annual basis. In sum: 2 x week = \$31.87 x 96 = \$3,059.52 vs. 1 x week = \$31.07 x 96 = \$2,982.72

Cost Savings that would result are \$76.80 per month. After discussing with the Mayor and receiving feedback from residents, the TC recommended leaving trash collection at 2x per week. The Council agrees; the Town can revisit this issue when it is time for a new contract. The TC will check when the contract with Goode Companies is up for renewal.

FY2020 BUDGET PRESENTATION AND ACTION:

Mayor Polak presented the FY2020 Budget for the Town.

Polak noted that that it has been brought to his attention that a drain pipe on Cornell may need to be replaced and that has not been included in the FY2020 budget as presented. Estimates are that this repair could cost as much as \$8,000, which would eventually require a budget amendment.

Motion to Approve the FY2020 Budget: CM Spealman; 2nd CM Stiglitz. Approved 4-0

ACTION ON TOWN RESOLUTION 19-02 – TO APPROVE LEVING A TAX ON CERTAIN REAL AND PERSONAL PROPERTY FOR FY2020

The proposed tax rates for fiscal year 2019-2020 (FY2020) are as follows: municipal real estate property tax rate is proposed at: \$0.15 per hundred of assessed value; personal property tax rate at \$0.80 per \$100 of assessed valuation and public utility property tax rate of \$1.50 per hundred dollars of valuation. These rates are unchanged from FY 2019

Motion to Approve Town Tax Resolution 19-02: CM Stiglitz, 2nd Costello. Approved 4-0

ACTION ON TOWN ORDINANCE 19-03 – TO ADOPT A BUDGET FOR FISCAL YEAR JULY 1, 2019 – JUNE 30, 2020 (FY20)

Motion to adopt budget by Ordinance 19-03: CM Spealman, 2nd by CM Stiglitz. Approved 4-0

INTRODUCTION OF ORDINANCE NO. 19-04, TO READOPT ORDINANCE NO. 13-01, AND TO AMEND THE CODE TO ALLOW THE STREET WORK PERMIT FEE TO BE ESTABLISHED BY RESOLUTION

This ordinance is intended to correct the inadvertent omission from the 2015 ordinance revision project of the adoption of a fee for installation of a residential gas line. This omission recently came to the attention of the Town when applications were received for new gas services. The original intent of levying a fee was to have residents who opted to have gas lines installed bear some of the cost burden the Town had incurred to bring gas into town. Currently five houses would like gas installed. The fee is \$300 per residence. This is a one-time fee. Ordinance no. 19-04 will add the "gas" provisions back into the Town Code. This ordinance will be voted on at the June 10 Council meeting.

Motion to introduce Ordinance 19-04: CM Stiglitz, 2nd Costello. Approved 4-0

INTRODUCTION OF RESOLUTION NO. 19-05, TO AMEND THE PERMIT FEE SCHEDULE TO ADD A FEE OF \$300 FOR GAS LINE CONNECTION

Attorney Ron Bolt explained that because permit fees are set by resolution, the fee schedule must be amended to reflect the changes needed for Ordinance 19-05. This will also allow the Town to vote on fee changes as needed in the future. This resolution will be voted on at the June 10 Council meeting.

Motion to introduce Resolution 19-05: CM Stiglitz, 2nd Costello. Approved 4-0

PERMIT UPDATES AND NOTICES REPORT

6001 Bryn Mawr Avenue (DPS 873437) Fence. Mayor's Recommendations: approve

6106 Yale Avenue (DPS#872829) Fence: Mayor's Recommendations: approve

6004 Princeton Avenue (DPS#864087): Gas line installation. Mayor's Recommendation: approve

Vassar Circle: Town Engineer Joe Toomey provided a written report and photographs of the site at Vassar Circle. The report is attached to the minutes.

Mayor Polak reported that the performance bond has been provided to the Town. The Council discussed the issue of construction trucks not following the correct roads in the Town. The issue of enforcement of the truck routes was also discussed and whether the Council or the developer should be doing the enforcement. CM Stiglitz suggested a permit requirement in the future that restricts truck routes; if there is a permit violation a Stop Work order can be enforced. Another option is truck route signs or flag men. CM Stiglitz and Mayor Polak will discuss trucks on MacArthur Blvd and other issues with Montgomery County Police. Mayor Polak will discuss the truck issue with developer Aaron Hirsch.

OTHER BUSINESS

Council Member Training – Attorney Bolt will provide a one-hour training in Municipal Law for Council Members July 8 at 7pm in the Town Hall. Attending are CM Costello, CM Wilson, CM Spealman, and TC Boa.

Crosswalk Signal at MacArthur and Princeton Ave – The design has been approved by the County and is awaiting approval from U.S. Army Corps of Engineers. Once the County gets the approval, they will be installing the flashing light signal. Mayor Polak indicated installation may only be a week or two away.

Compost Crew – CM Costello will inform Town residents that Compost Crew will give a reduced rate of \$15/month/home if 20 homes sign up in the Town to use their service. They pick up four times a month and provide a bin for collection of compostable materials. Currently eight homes avail themselves of this service. CM Costello suggested that the Town could consider paying for composting eventually.

Dog Owner Issue – The issue of dog waste not being scooped throughout the Town was discussed. Suggestions for resolution of the issue included signs, providing dog bag stations with waste receptacles,

and considering the Animal Control ordinance as part of the bigger picture. The Council will research signs first and Town staff will inquire with other municipalities as to their solutions for this problem.

Wednesday Night Dancer Parking – Significant parking problems are occurring when 20-30 dancers park on Town streets each Wednesday night while they make use of Town Hall. Mayor Polak will reach out to the organizers to remind them to park in the lot on Park Service property. The Town Hall rental contract will be amended to include parking requirements. Mayor Polak noted that the Town receives \$3,600/year in rental fees from the dancers.

ADJOURNMENT:

Motion to adjourn: CM Wilson, 2nd Stiglitz. All in favor. Meeting Adjourned 8:55 pm

Minutes Prepared by: Beth Boa, Town Clerk-Treasurer

Approved by: Willem Polak
Mayor, Willem Polak

Date: 6/11/19