

Town of Cheverly
Meeting Minutes
March 12, 2020

Call to order

Meeting called to order at 8:00 pm in the Cheverly Community Center

In attendance: Mayor Riazi, Council Members Radloff, Watson, Bryner, Munyeneh, Fry.
Staff: Town Administrator, Mr. Galloway, Police Chief Towers, Director of Public Works, Mr. Brayman.

Pledge of Allegiance

Move number 16 up to number 9.5

Swearing in of new Town Clerk, TC Hegeman

Bryan Swann – Prince George’s County Public School Board Member for District 4. He can be reached at bryan.swann@pgcps.org. Please email him if you have any questions.

Dr. Goldstein held a conference call where she announced that all schools will be closed March 16 thru March 27. Schools will send homework packets home with students on Friday. The schools will be deep cleaned during the closure. Make sure that your contact information is current in SchoolMax. All activities have been cancelled.

CM Bryner I just wanted to note that Dr. Goldstein said the county is applying for a waiver from the state to provide meals to those students who need them.

Motion to Approve Agenda: CM Watson, seconded by CM Bryner. Approved unanimously.

Motion to Approve Minutes: CM Watson, seconded by CM Fry. Approved unanimously.
(February 13, 2020, February 27, 2020 and March 2, 2020)

Police Report

Total crimes for the month of February was 16. We’ve hired two new officers. One is brand new to law enforcement and should be joining us in October or November, after he finishes the Academy. The other officer is a lateral with one year of experience from Baltimore. Officer Orhan Bilar is Sworn in. We’ve filled our last administrative position and her name is LaQuan Hamill. She will be sworn in at the next meeting.

Our Coronavirus measures include:

- Suspending Elder Watch protocols: we will reach out via phone calls. We will only go out for face to face contact if we are unable to get ahold of the individual or their emergency contact; this is out of an abundance of caution.
- Creating GO Bags which consist of personal protective equipment (masks, gloves, glasses) for our officers so they can protect themselves against someone who is displaying symptoms of the Coronavirus

- Disinfecting our vehicles before and after every transport so that we're not spreading virus.
- We're also suspending all Ride Alongs.
- Suspending all walk-in administrative services. All late fees and referrals for collection of parking, red-light, and speed citations have been suspended. You will be responsible for the fines and fees in the future. However, any late fees associated with those will be suspended. You can make those online and by telephone.
- If you need a copy of a Police Report, you can call us or email us at reports@CheveryPolice.org.
- Coffee with the Chief is temporarily suspended for face to face meetings however, I will be available by phone to speak with residents. This Mondays Coffee with the Chief is canceled but I will be available for Wednesdays, March 18 Coffee with the Chief via phone from 9:00 am – 11:00 am.

Non-Emergency number is (301) 352-1200, for all police response. If there is a crime in progress or an incident where someone's life is in danger, call 911.

Committee Reports

Rec Council *Charles Hegeman* the Easter Egg Hunt and the Flea Market have both been canceled. The rec council meeting later this month has also been canceled.

Green Infrastructure Mayor (reading for Shelia Salo) the Public Works Director will present tonight recommendations for Town policy and practice regarding street trees. We support his recommendations. Spring edition of H2O, Friend and Foe A Water Woes Workshop is on April 18 from 10:00 am – noon. Rain barrels will be available, go to www.greencheverly.org to reserve your rain barrel. Instructions come with the barrel and we will give you information about how to get a full rebate.

Tree Services Contract Bid

Dr. Tolbert Feather, our consulting arborist gives a PowerPoint presentation about Cheverly's Trees and made a list of trees to remove. Mr. Feather recommended contracting a tree company on a year to year basis that will be able to come throughout the year and remove trees as necessary.

Motion for Town Administrator to sign contract with Excel Tree Services for pruning, removal and stump maintenance: CM Fry, seconded CM Munyeneh. Approved unanimously.

Town Administrator Report

Al Martin will teach the budget course at the March 26, 2020 Worksession. Al Martin teaches the budget course for MML.

The Town of Cheverly has been invited to attend the Chesapeake Employers Insurance breakfast and will receive the Premier Partner Safety Award for over three years of committed safety.

Chesapeake Bay Trust has awarded Cheverly \$54,984 to design and implement a rain garden at Town Park.

Coronavirus

Town Administrator we have a plan to provide services to residents. We may need to adjust hours to Town Hall/Community Center or close it, restrict access to facilities and adjust hours of staff. The Town will provide economic support to staff that are impacted by this.

Mayor we put out a senior specific flyer. All key fobs will be disabled because the building will be closed. All activities are canceled for now.

Motion to pass Uncodified Emergency Ordinance 2020-1, which confirms the Town Administrator's authority to take necessary actions to prevent and/or reduce the impact of the outbreak of the disease caused by the coronavirus. It also grants paid Administrative Leave to Town employees: CM Radloff, seconded by CM Bryner. Approved unanimously.

Town Administrator effective immediately: restrict public access to Town facilities, Town Hall, Public Works and the Police Department. Covid-19 social media policy we will have a Facebook page for updated information. We will have an A team and B team, there may be a reduction in service.

Arbor Day Proclamation *Steve Brayman, Director of Public Works*

Mayor Census Day festivities planned for March 25 are canceled. We will continue to get the word out that it is still the County and Cheverly's census day. Please complete the census.

Planning Board Recommendations

Motion to Approve Adopting Planning Board Recommendations: CM Watson, seconded by CM Radloff. Approved unanimously.

First Reader of the Code Compliance Ordinance. It will place Cheverly's Code Enforcement Program under the direct authority of the Town Administrator and renames the program as Cheverly Code Compliance Program.

Budget Amendment

Town Administrator five items needed to be amended. The Police Department is requesting an amendment for four-line items while the last item is a Census Grant.

Motion to make the Budget Amendment: CM Fry, seconded by CM Munyeneh. Approved unanimously.

NLC Service Line *Town Administrator* the benefits to residents of signing up for this program is if there are any internal or external water issues. I recommend Mayor and Council to move

forward with a partnership with NLC. *Mayor* full disclosure, the Town will receive .50 for each planned purchased. We will also have a direct contact if residents have any issues.

Motion to Authorize Town Administrator to enter into a Contract with the National League of Cities (NLC) Service Line to Provide Service Line Warranty Program Opportunities to the residents of the Town of Cheverly: CM Munyeneh, seconded by CM Fry. Approved unanimously.

Motion to excuse CM Garcia: CM Fry, seconded by CM Radloff. Approved unanimously.

Worksession Agenda (proposed future topics)

CM Munyeneh requesting funds for the Juneteenth Celebration. There will be two groups submitting Grant Request applications for the event.

CM Watson Rules and procedures. *Mayor* if you and CM Bryner can work together on this and bring some options, that would be helpful. Would like to hear from the Town Administrator and Skip on Property Annexation and schedule a discussion on the next steps for the Craftsman trail.

CM Fry for CM Garcia (who is absent) non-citizen voting for March Worksession. *Mayor* it's probably not going to happen in March as we already have a full agenda. We will look at a future Worksession.

CM Munyeneh Town Attorney and the budget. *Mayor* that's under Budget. The Town Attorney withdrew the request for an increase in rate. So, you're asking for a survey of municipal attorneys and their rates? *CM Munyeneh* resumes and qualifications? *Mayor* there's no way that that will be completed by March. We'll have to look at a future date.

Council Announcements

CM Munyeneh 4th Ward Civic Association meeting this Monday. As the building will be closed, we may have an alternate location or a conference call. The best way to stay informed is the Facebook page. Juneteenth celebration is June 20, 2020. On June 26 at Council Hour at Town Hall, Ujima (the National Center for Violence Against Black Women) will be there.

CM Watson library will remain open through Sunday. The American Legion is still planning to have a St. Patrick's Day celebration on Tuesday, March 17 from 6-8 pm in the Dugout.

CM Fry All Boys & Girls Club activities are canceled. Baseball is postponed for now.

CM Radloff thank the Planning Board for all their hard work as well as staff and the Police Department.

Mayor please sign up for Cheverly's News and Announcements and the Town of Cheverly's Facebook page.

Motion to Adjourn: CM Munyeneh, seconded by CM Radloff.