



## WORKSESSION

May 25, 2023

7:30 PM

### Minutes

#### Call to Order:

Meeting called to order at 7:30 pm via Zoom.

**In attendance, Vice Mayor Fry, Council Members Wade, Watson, Bryner, Dalaker, Garces**

Motion to excuse Mayor Munyeneh from the meeting, made by CM Bryner. 2<sup>nd</sup> by CM Wade.

Approved unanimously.

Town Attorney: Jason DeLoach

Staff: Town Administrator -Dylan Galloway, Public Works Director – Steve Brayman, Town Accountant - Mike Lightfield, Town Clerk – Giselle Richards, Communications Specialist – Tonya Jones

Pledge of Allegiance and Flag -led by CM Wade

#### **1. Proclamations –**

- National Gun Violence Awareness Day 2023 Proclamation- Read by Joani Horchler
- Pride Month 2023 Proclamation will be read on 6/3/23. CM Bryner requested to update the proclamation.
- Juneteenth 2023 Proclamation will be read at the June town meeting.

#### **2. Clean Water Partnership –**

- Kristina Bigby and her the team provided an update to the council regarding the Cheverly Clean Water Restoration Project. Currently at 60% design.
- Stream Site Walk – 6/1/23 10am-2pm
- Presentation to Green Infrastructure 6/5/23

#### **3. Traffic discussion –**

- Town Administrator requested that the council send lists of locations where traffic concerns are in their wards so that they can start to be monitored.
- Residents can file a [petition](#) to request traffic calming devices on their streets.
- CM Wade provided an update on the petition for speed humps in the 3020 – 3100 blocks of Lake Ave for three humps. Next steps are a site walk with the traffic engineer and a community meeting.



- CM Bryner stated that a petition was also submitted for Kilmer St between Cheverly Ave & 63<sup>rd</sup> St. Residents feel that the speed humps that were placed there need to be relocated. CM Bryner mentioned some possible suggestions.
- CM Garces asked about laws regarding dirt bikes or atvs.

#### **4. Town Boards & Commissions –**

- Vice Mayor requests that the mayor & council reach out to their Board of Ethics appointee to confirm that they are still interested in being on the board.
- Recommends reviewing and updating the 2011 Green Infrastructure Plan
- Town Administrator has requested from boards, commissions, and organizations to provide bylaws, banking information, meeting recordings. Town email accounts have been set up for the town boards and commissions.
- Appointments of council liaisons to the boards & commissions
  - Board of Ethics
  - Board of Elections
  - Planning Board – CM Bryner, Back-up CM Wade
  - Green Infrastructure Committee – CM Dalaker
  - Recreation Council – CM Wade, CM Garces
  - Cheverly Day Committee – CM Watson

#### **5. Meeting Rules & Procedures –**

- The council reviewed the rules and procedures draft and made recommendations.
  - Captioning should always be included.
  - Once a motion is made there is no public input. The person who makes the motion gets to speak first and then the rest of the council can speak once before another council member has a second turn.
  - At town meetings, resident input will be at the beginning of the meeting only, for agenda topics or anything else.
  - At work sessions, resident input is welcomed during any agenda item.

Motion to extend the meeting for 30 minutes made by CM Bryner. 2<sup>nd</sup> by CM Dalaker. Approved unanimously.

#### **6. Town Administrator Update –**

- Pac Trust meeting with Green Infrastructure and Planning Board on 6/1/23
- Pac Trust presentation to Mayor & Council at the July work session
- Home Team 5 Hospital Hill Update community on 6/15/23
- Diversified Upgrade Proposal – Pending quote to be voted on at the next town meeting.
- Groundbreaking for William Eley Jr. Public Works building on 6/14/23
- Memo sent to Mayor & Council regarding extended weekend for Memorial Day



- Will be inviting contractor to resume redistricting within the next couple of months.

**7. Update by CM Fry & Garces Regarding Cheverly Station Apartments –**

- Property walks have been held with Ross Management executives to address issues.
- Lock mechanisms have been installed in two buildings.
- Upgrades to laundry rooms ventilation, lighting and surveillance are planned.
- Mailbox security will be addressed.
- Pest Control service will be upgraded.
- Trash removal and sanitation have been addressed.
- Windows will be repaired.
- The pool has been cleaned and will be opening soon.

Motion to extend the meeting for 12 minutes made by CM Bryner. 2<sup>nd</sup> by CM Garces. Approved unanimously.

- Town administrator urged residents to secure vehicles by locking doors and/or using wheel locks which are available at the police department for residents.

**8. Review of June Town Meeting Agenda and Future Requests –**

- Vacant property tax
- Update on Crestlawn Ave project.
- WSSC update in August town meeting.
- Audit and Fiscal year financial update in July or August meeting

**9. Motion to adjourn at 11:20 pm made by CM Bryner. 2<sup>nd</sup> by CM Dalaker**

Approved unanimously.