



**TOWN MEETING
March 14, 2022
8:00 PM**

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Consent Agenda**
 - **Approval of Minutes** (Work Session - March 24, Budget Meeting - March 22, April 4)
 - **Speed humps** —Dewey, Carlyle, Cheverly Ave
 - **Resolution updating Election Judge**
5. **Resident Input** – Public comment period on items not on the agenda. All comments are limited to 3 minutes. Residents are asked to please state name and ward.
6. **Committee Reports**
 - Recreation Council
 - Green Infrastructure Committee
 - Cheverly Day Committee
 - Planning Board
 - Board of Elections
7. **Presentation from Keller Construction** – Keller will provide an update on new Public Works Building
8. ***HVAC Contract Police Heat and Air (Jimmy Gusky)**– Mayor & Council will review and vote on agreement
9. **Public Works building bonding discussion** - Attorney Lindsey Rader provide an overview of municipal bonding and municipal financial advisor Jennifer Diercksen will answer financial questions
10. **Arbor Day Proclamation** - Mayor & Council will read proclamation in honor of Arbor Day
11. ***Approval of Employment Agreement** – Mayor & Council will vote on Chief Miller’s Contract
12. **Fence Ordinance Amendment** – Mayor and Council will conduct the final reader to approve houses located on corner lots to construct side yard fences.
13. **Traffic Calming Ordinance** – Mayor and Council will conduct the final reader
14. **Town Administrator Report** – Town Administrator will provide a report to the Mayor and Council regarding Town operations and a summary of actions taken
15. **Police Report** – Chief Miller will give monthly report



16. **Public Works Report** – Director Brayman will give update on the Department of Public Works.
17. **Review of April Work session Meeting agenda and future requests** and Town Administrator will offer a forecast of the April Work Session Meeting agenda. Mayor will seek Council input on agenda items for consideration for future meetings.
18. **Mayor and Council Announcements** – Opportunity for Mayor and Council to share community happenings and events. The mayor will afford each elected official up to five minutes to speak. Unused time may not be transferred, and formal council business will not be conducted.
19. **Adjourn**

(*) denotes an agenda item requiring action (typically expressed by a vote) of Mayor and Council.

*In addition to general Resident Input, for regular meetings, as part of action items, presentations and discussion items on the agenda, residents seeking to speak will be recognized by the presiding officer. Residents may speak once, for no more than three minutes on each eligible agenda item.

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the Mayor will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session.

Topic: Cheverly Town Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84025983118?pwd=cEhsbmU2aEs5MGViaGJnWVh6c1h6UT09>

Webinar ID: 840 2598 3118

Passcode: 213079

Or One tap mobile :

US: +13017158592,,84025983118#

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592



WORKSESSION
March 24, 2022
7:30 PM

Minutes

Call to Order:

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

In attendance Mayor Munyeneh, Council Members Nettles, Watson, McCann, Dalaker, Garces, Fry

Town Attorney: Jason DeLoach

Staff: Town Administrator – Dylan Galloway, Assistant to Town Administrator – Priscilla Matthews, Public Works Director – Steve Brayman, Interim Police Chief – Carl Miller, Town Clerk – Giselle Richards, Captain Silvers

Pledge of Allegiance and Flag: CM Micah Watson

TA Galloway requested to move Prologist update to number three, traffic report to # 4 and

- 1. Update from Prologis – Ms. Ballew & Mr. Marinucci** from Prologis provided an update on traffic calming improvements for Reed, 64th and State Streets in Ward 4.
- 2. Traffic Engineering Report** – Traffic engineer Goode provide and update on traffic calming devices on Cheverly Ave, Dewey St, and Carlyle St.

CM Watson requests to move forward with the project.

3. Town Administrator Update:

- Met with Cheverly Day Committee and Emily Clifton of Low Impact Design Center to discuss accessibility of town park. Presented proposal of changes and stated that it will take time to complete everything. Ms. Clifton recommended revisiting the 2020 concept presented. ADA pathways can be installed in first phase.
- HVAC update- Quote for \$24,992 presented from Jimmy Gusky Heating & Air. Recommends the council move forward with this quote to update the HVAC in the police department. Chief Miller invited council members to visit the PD to see updates that have been complete.
- HVAC upgrade in the gym will be completed within the next two weeks.
- Boyd Park restrooms need repairs. The restrooms are unable to be utilized due to the bad conditions.
- National Register of Historic Places –An update will be provided at either the May or June meetings.

Cheverly

- Cable channels – Verizon Channel 35 has been fixed. Still waiting on Comcast 71 to be connected.
 - Cheverly will partner with Prince George’s County Summer Youth Program (SYEP)
 - Blood Drive & Vax Clinic held last week were successful.
 - Earth Day activities are planned for 4/21/22 thru 4/23/22
- 4. Bonding for Public Works Building Update** – Financing options were presented from a meeting held with Attorney Lindsey A. Rader of Funk & Bolton, town attorney DeLoach, Director Brayman.
 - 5. Electric Yard Maintenance Equipment Rebate** – CM Dalaker suggests possibility of incentivizing residents with \$50 rebate for purchasing an electric yard maintenance equipment. Mayor recommends public awareness campaign regarding pros for using electric maintenance equipment. CM McCann stated that this may not be a good time to spend funds due to the deficit in budget.
 - 6. Hiker/Biker Pathway Discussion** – Prince George’s County has Cheverly in the hiker/biker plan. TA Galloway reached out to the County Council to request that the town’s section be moved up and seeking to get funding to get the project moving.
 - 7. Pathway to Ward 5 to Townhall Discussion** – Currently there is a paper street, and the council is debating if a pathway can be done. CM Garces stated too many residents in ward 5 do not know where town hall is and that opening up a path would show inclusivity. CM McCann agrees with CM Garces on the importance of bridging ward 5 to the town proper. CM Fry stated that it may not cost too much since there is already a sort of path.
 - 8. Update by CM Fry & Garces regarding Cheverly Station Apartments -**
 - CM Garces stated that most residents from Cheverly Station Apartments he spoke to stated they feel ignored by Ross Management. They stated that their maintenance repairs have gone ignored.
 - CM Fry stated that there are similar types of complaints regarding treatment and responses from Ross Management.
 - 9. Review of April Town Meeting agenda and future requests -**
 - Consent items
 - i. Traffic calming devices on Cheverly Ave, Dewey St, and Carlyle St.
 - ii. HVAC for PD on consent
 - Bonding for Public Works Building
 - Annexation update – CM McCann
 - ARPA Budget – CM McCann
 - May bring forward parking issues to the work session. Asian American Month Proclamation for review at work session – CM Fry
 - Commercial Trucks on streets complaints – CM McCann

Cheverly

- Arbor Day Proclamation – CM Watson
- Disability advisory board update - CM Dalaker
- Water Task force update – CM Dalaker
- Feasibility study for trail from Cheverly Metro south towards old 4th Ward.
-

10. Motion to adjourn at 9:53 pm made by CM McCann. 2nd by CM Nettles

Approved unanimously.



Budget Meeting
Tuesday, March 22, 2022
7:00 pm
Minutes

Call to Order

Meeting called to order at 7:01 pm via Zoom.

In attendance: Mayor Munyeneh, Council Members Nettles, Watson, McCann, Dalaker, Garces and Fry

Staff: Town Administrator – Dylan Galloway, Town Accountant – Mike Lightfield, Director of Public Works – Steve Brayman, Town Clerk – Giselle Richards, ASL Interpreters

Approval of Agenda

Pledge of Allegiance: Led by Micah Watson
Flag, Micah Watson

Resident Input –N/A

Fiscal Year 2023 Budget -Departmental Presentation

- **Police Department**
 - FY2022 Budget \$ 7,865,750 Proposed FY2023 Budget \$ 7,861,281
Travel and Training reduced to \$25,000 from proposed \$34,000
Chief requested \$5,000 added to Uniforms budget
Requested \$5,000 added to Auto repair to make it \$30,000
Requested \$4000 added to utilities budget to make it \$16,000

- **Public Works**
 - FY2022 Budget \$ 2,301,300 Proposed FY2023 Budget \$ 2,436,206
Requested an increase to tree budget

Next budget meeting moved from March 31, 2022 to April 4, 2022 at 7pm.

Adjourn: by CM Dalaker, seconded by CM McCann. Approved anonymously.

Constant Yield Certification

Residential Properties

	Current Tax Rate	Constant Yield Rate
Total Revenue:	0.4899 \$ 3,789,982	0.4715 \$ 3,647,861

Apartment Properties

	Current Tax Rate	Constant Yield Rate
Total Revenue:	0.6600 \$326,367	0.6358 \$ 314,390

CYTR Residential:

Ward 1, - Maintain Current
Ward 2 – Yield to CYTR
Ward 3 – Yield to CYTR
Ward 4 – Maintain Current
Ward 5 - Absent
Ward 6 – Maintain Current

Apartments:

Maintain Current
Maintain Current
Maintain Current
Maintain Current
Maintain Current

CYTR Hearing will be announced and held.

Adjourn: by CM Nettles, seconded by CM McCann. Approved anonymously.



Memorandum

TO: Mr. Dylan Galloway, Town of Cheverly (TOC)
Mr. Steve Brayman, TOC

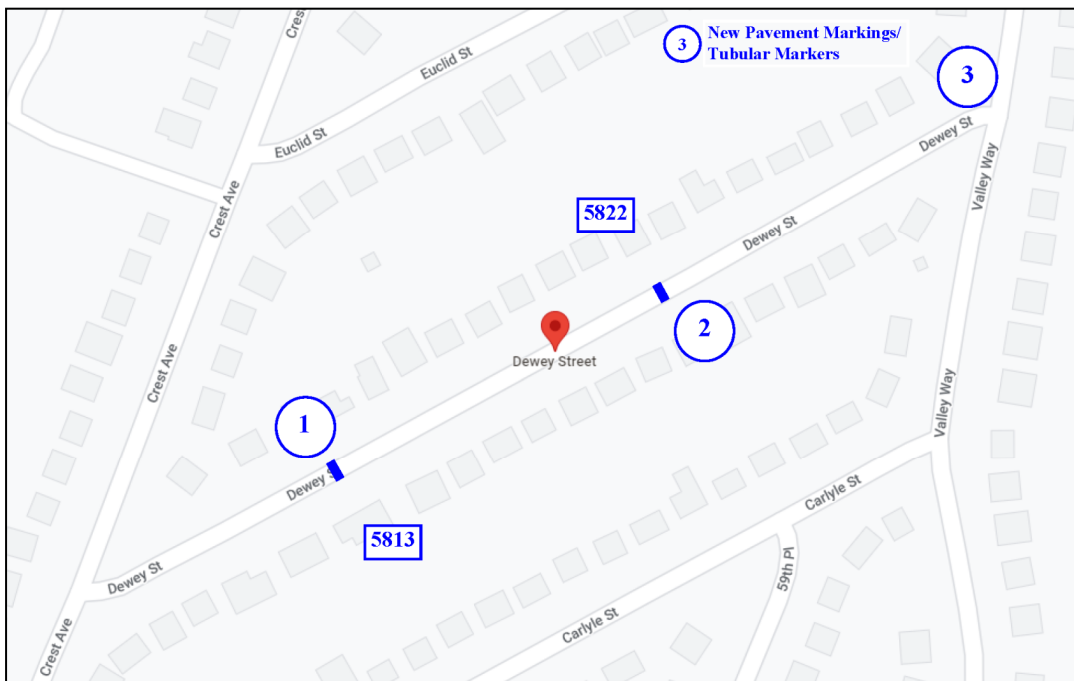
FROM: Jack A. Goode, II, P.E., PTOE, A. Morton Thomas and Associates, Inc.

RE: Dewey Street Speed Humps and Tubular Markers Implementation

DATE: April 7, 2022

Introduction:

This memorandum provides recommendations for the proposed installation of two (2) speed humps, pavement markings, and tubular markers along Dewey Street between Crest Avenue and Valley Way to reduce vehicle speeds (See Figure 1).



Source: Google Maps

Figure 1

1=5813 Dewey Street
2=5822 Dewey Street

Field Visit:

A field visit was conducted on Friday, March 4, 2022, to determine the location of two (2) speed humps along Dewey Street between Crest Avenue and Valley Way with Councilman Micah Watson, Mr. Pozo, Jack Goode, and one (1) household. It was decided that two (2) would be installed at 5813 and 5822 Dewey Street with the flexibility of shifting it to accommodate on-street parking.

Also, we looked at an option to reduce the vehicle speeds of motorists making a right turn from Valley Way onto Dewey Street. Currently, there is a wide curb radius which facilitates vehicles not needing to slow down to make the right turn and thus speed up Dewey Street. A tighter curb radius would assist in forcing vehicles to slow down while making the right turn from Valley Way to Dewey Street.

Recommendations:

Two (2) asphalt speed humps were recommended for installation along Dewey Street as shown in Figure 1. The speed humps shall extend from gutter pan to gutter pan. Speed Hump Ahead signs shall be installed in both directions of Dewey Street along with Speed Hump signs in both directions at the speed humps.

A tighter curb radius (i.e., 10 feet) was recommended at the northwest corner of the Dewey Street and Valley Way intersection via a white pavement marking line with white tubular markers installed on top of the line at 5-foot spacings.



Memorandum

TO: Mr. Dylan Galloway, Town of Cheverly (TOC)
Mr. Steve Brayman, TOC

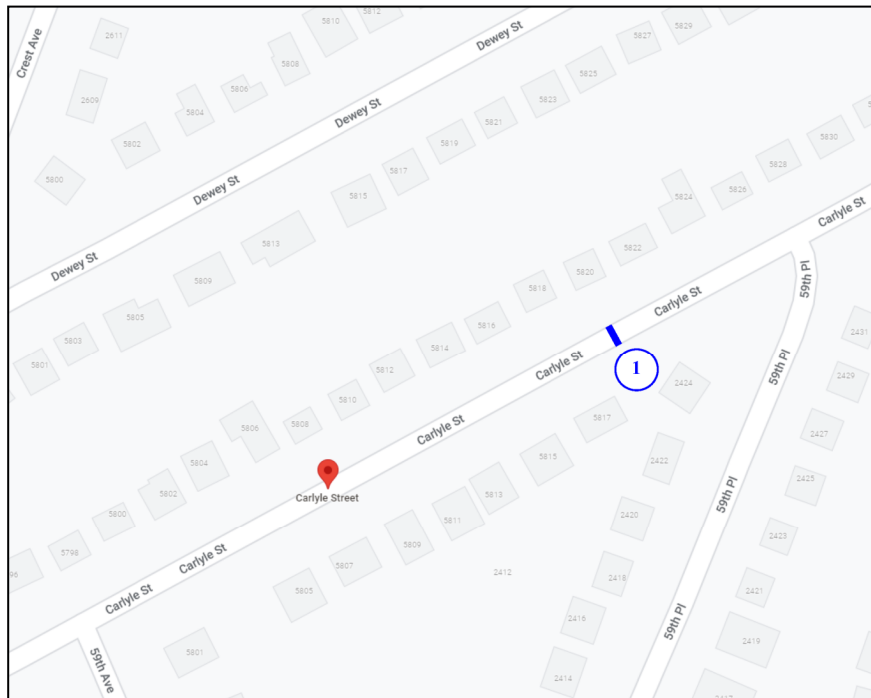
FROM: Jack A. Goode, II, P.E., PTOE, A. Morton Thomas and Associates, Inc.

RE: Carlyle Street Speed Hump Implementation

DATE: April 5, 2022

Introduction:

This memorandum provides a recommendation for the proposed installation of one (1) speed hump along Carlyle Street to reduce vehicle speeds (See Figure 1).



Source: Google Maps

Figure 1

1=5820 Carlyle Street

Field Visit:

A field visit was conducted on Friday, March 4, 2022, to determine the location of one (1) speed hump along Carlyle Street with Councilman Micah Watson, Mr. Galloway, Mr. Pozo, Jack Goode, and one (1) household. It was decided that one (1) would be located at 5820 Carlyle Street with the flexibility of shifting it to accommodate on-street parking.

Recommendation:

One (1) asphalt speed hump was recommended for installation along Carlyle Street as shown in Figure 1. The speed hump shall extend from gutter pan to gutter pan. Speed Hump Ahead signs shall be installed in both directions of Carlyle Street along with Speed Hump signs in both directions at the speed hump.



Memorandum

TO: Mr. Dylan Galloway, Town of Cheverly (TOC)
Mr. Steve Brayman, TOC

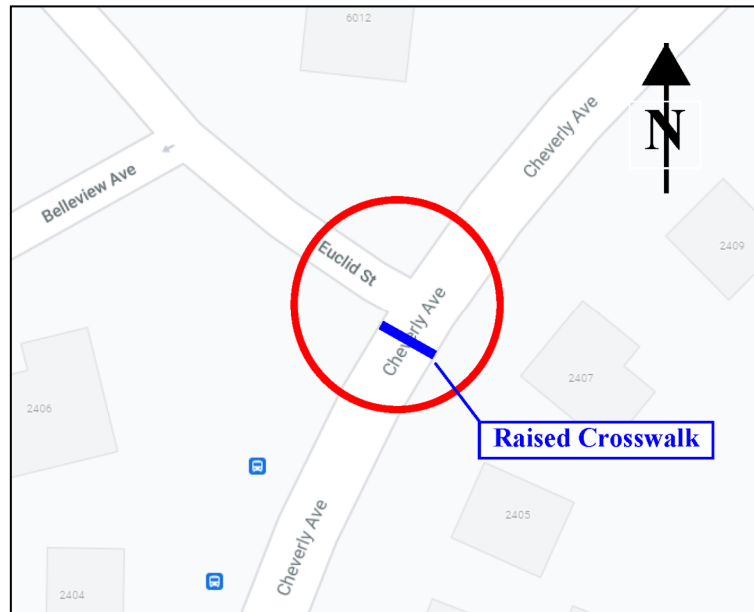
FROM: Jack A. Goode, II, P.E., PTOE, A. Morton Thomas and Associates, Inc.

RE: Cheverly Avenue Raised Crosswalk

DATE: February 8, 2022

Introduction:

This memorandum documents the TOC residents' request for a raised crosswalk at 2405/2406 Cheverly Avenue just south of Euclid Street to reduce vehicle speeds and enhance pedestrian safety. The decline in vehicle speeds would support a safer environment for children to play and residents to walk and bike. Cheverly Avenue is assumed to run in a north-south direction (See Figure 1). Property owner signatures were initially obtained as part of the Petition for Traffic Calming Devices in which a minimum of 60% must be obtained (See Exhibit A).



Source: Google Maps

Figure 1

Findings:

Cheverly Avenue is a 2-way, 2-lane roadway with on-street parking along both sides of the roadway. It is a major north-south travel way through the Town connecting Landover Road (MD 202) and Columbia Park Road to US 50. There are multiple bus stops and pedestrian crosswalks along Cheverly Avenue. There is sidewalk along both sides of the roadway for the majority with sidewalk along one (1) side near MD 202. The width of the roadway generally ranges between 35-38 feet. The posted speed limit is 25 MPH.

Residents living in the vicinity of 2405/2406 Cheverly Avenue expressed in their petition that there is significant pedestrian activity with children playing and dogs being walked along with speeding vehicles. Figure 2 below shows the existing crosswalk location for the proposed raised crosswalk.



Source: Google Maps

Figure 2

Recommendation:

A raised crosswalk with a 10-foot wide top and ladder-style crosswalk markings shall be installed at the location shown in Figure 2. The existing pedestrian warning signs shall remain but be accompanied with a left diagonal down arrow as a supplemental plate (W16-7P, 24"x12") under each sign. Advanced raised crosswalk warning signs shall be installed along both directions of Cheverly Avenue. The connecting pedestrian ramps shall be ADA compliant with detectable warning surfaces. Existing drainage shall be maintained and not be negatively affected by the raised crosswalk. Means and methods shall be coordinated between the Town DPW, contractor, and traffic engineering consultant for the construction of the raised crosswalk and drainage maintenance.



EXHIBIT A

TOWN OF CHEVERLY, MARYLAND
 PETITION FOR TRAFFIC CALMING DEVICE(S)

We, the undersigned, request that (please circle the applicable item(s)): (A) Speed Hump(s), (B) Stop Sign(s), Raised Crosswalk(s), (D) Rumble Strip(s) be installed at 2405/2406 Cheverly Avenue, (between Euclid Street and Cheverly Circle).

NAME (Printed) _____ SIGNATURE _____ ADDRESS _____ PHONE _____
 under the existing crosswalk

NAME (Printed)	SIGNATURE	ADDRESS	PHONE
Christopher Reimer		2406 Cheverly Avenue	845-542-1707
TURVATH VENTH		2349 BELLEMEVALE	703-851-0657
BOB MARREIRE		2358 BELLEMEVALE	301-792-7913
Laura Willey-Soude		2356 BELLEMEVALE	202-618-6529
Robert C. Marran		6008 Euclid St	1202-674-6368
Mimi Johnson		6012 Euclid St.	240-305-5627
Sally Dill		2602 Cheverly Ave	443-812-1706
Hester Graves		2601 Cheverly Ave	202-251-2861
Joe Dalaker		2605 Cheverly Ave	202-875-7498
Clytie Roberts-Star		2702 Cheverly Ave	254-289-0973
DANIEL PATSKO		2704 Cheverly Ave	202-390-8325
Maricelys Garcia		2706 Cheverly Ave	202-770-5346

GENERAL RULES:

1. Signatures from at least 60% of households on subject street(s) must be submitted
2. Tenants as well as homeowners are to be included
3. Only one signature per household will be considered
4. If petition is for only one block of a street, the petition must be signed by residents of at least 60% of the households on the block of the requested installation site, as well as those households on the street within 250' of the requested installation site.
5. If pertinent, this form may be used to request the Mayor and Council to move or remove an existing traffic calming installation.

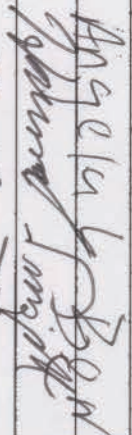
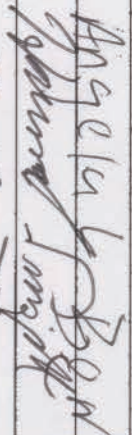











TOWN OF CHEVERLY, MARYLAND
 PETITION FOR TRAFFIC CALMING DEVICE(S)

NAME (Printed)	SIGNATURE	ADDRESS	PHONE
Elizabeth Tucker Elizabeth Tucker	[Signature] [Signature]	1 Cheverly Circle	301-801-9256
Amber Hegseth	[Signature]	2405 Cheverly Ave	443-854-1535
Jeff Myers	[Signature]	2403 Cheverly Ave	410-370-9585
Jack Stankovic	[Signature]	2404 Cheverly Ave	866-252-4902
Christina Buff	[Signature]	2328 Cheverly Ave	952-452-1887
HANESZKA TURNIER	[Signature]	2318 Cheverly Ave.	703-615-2944
AGATA TRJCHERT	[Signature]	2318 Cheverly Ave	240-644-7600
Pablo Calleja	[Signature]	2315 Cheverly Ave	202-839-7262
Hugh Fik	[Signature]	6103 Cheverly Circle	571-733-4532
Win Jenkins-Ford	[Signature]	2322 Cheverly Ave	202 744 1964
Steve Wilson	[Signature]	2320 Cheverly Ave	410 584-4223
Raven Scarborough	[Signature]	2312 Cheverly Ave	202-669-5451
Jagor Nelson	[Signature]	2305 Cheverly Ave	608-669-5610

GENERAL RULES:

1. Signatures from at least 60% of households on subject street(s) must be submitted
2. Tenants as well as homeowners are to be included
3. Only one signature per household will be considered
4. If petition is for only one block of a street, the petition must be signed by residents of at least 60% of the households on the block of the requested installation site, as well as those households on the street within 250' of the requested installation site.
5. If pertinent, this form may be used to request the Mayor and Council to move or remove an existing traffic calming installation.

TOWN OF CHEVERLY, MARYLAND
 PETITION FOR TRAFFIC CALMING DEVICE(S)

NAME (Printed)	SIGNATURE	ADDRESS	PHONE
Myla Penn		2311 Cheverly Ave	201772 2216
Howard Fucitt		2407 CHEVERLY AVE	301-773-1474
ELEN COBERT		27 CHEVERLY CIRC.	202-247-6090
Joseph L. Brown		200 Cheverly Ave	301-785-5436
Alexander F Smith		21003 Kenndy Ave.	615-823-1535
Juan Goldstrom		1019 Cheverly Cir	301-395-9381
Natasha Wh. Thurst		2313 Cheverly Ave	301-322-3847
Paul Guinan		2307 Cheverly Ave	503-502-0762
Elizabeth Barrett		2309 Cheverly Ave	202-579-5058
Laura Aringer		2310 Cheverly Ave	804-809-3258
Stuart Urban		2703 Cheverly Ave	443-956-6067
Harlowe Smith		2701 Parky Rd	21248-1048
Madeline Bai		2352 Bellevue	510 333 4017

GENERAL RULES:

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5. If pertinent, this form may be used to request the Mayor and Council to move or remove an existing traffic calming installation.

Installation of a Raised Crosswalk between 2406/2405 Cheverly Ave between Euclid Street & Cheverly Circle

Number of Households Signatory:	37		
Number of Households on the block/within 250 feet of Site:	38		
Number of Households on the block/within 250 feet signatory:	32	---	84%

Submitted by Christopher and Jane Reimer
 Cheverly Residents: 2406 Cheverly Avenue
 Ward 4
 christopher.p.reimer@gmail.com
 (845)-542-1707

Within 250 feet zone, based on my Google Maps Estimate	2706 Cheverly Ave	Yes	Cheverly Avenue	2703 Cheverly Ave	Yes	Within 250 feet zone, based on my Google Maps Estimate
	2704 Cheverly Ave	Yes		2701 Cheverly Ave	Yes	
	2702 Cheverly Ave	Yes		27 Cheverly Circle	Yes	
	2700 Cheverly Ave	Yes		2605 Cheverly Ave	Yes	
	2604 Cheverly Ave	Did not answer		2603 Cheverly Ave	Yes	
	2602 Cheverly Ave	Yes		2601 Cheverly Ave	Yes	
	6012 Euclid St	Yes		1 Cheverly Circle	Yes	
	2406 Cheverly Ave	Yes		2409 Cheverly Ave	Did not answer	
	2404 Cheverly Ave	Yes		2407 Cheverly Ave	Yes	
	2328 Cheverly Ave	Yes		2405 Cheverly Ave	Yes	
	2326 Cheverly Ave	Did not answer		2403 Cheverly Ave	Yes	
	2322 Cheverly Ave	Yes		6101 Cheverly Circle	Yes	
	2320 Cheverly Ave	Yes		2317 Cheverly Ave	Did not answer	
	2318 Cheverly Ave	Yes		2315 Cheverly Ave	Yes	
	2316 Cheverly Ave	Did not answer		2313 Cheverly Ave	Yes	
	2314 Cheverly Ave	Did not answer		2311 Cheverly Ave	Yes	
2312 Cheverly Ave	Yes	2309 Cheverly Ave	Yes			
2310 Cheverly Ave	Yes	2307 Cheverly Ave	Yes			
2308 Cheverly Ave	Yes					

Within 250 feet but not on Cheverly Ave	
2356 Belleview Ave	Yes
2358 Belleview Ave	Yes
2349 Belleview Ave	Yes
6008 Euclid Street	Yes
6103 Cheverly Circle	Yes
2352 Belleview Ave	Yes

Supporters Outside of the area who specifically emailed me in support the raised crosswalk		
13 Cheverly Circle	Becky Fleeson	Rebecca.d.Fleeson@gmail.com
2509 Valley Way	Jainaba Seckan	jseckan@gmail.com
6454 Forest Road	Charlene Sullivan	charlenecoyukiat@gmail.com
Parkway Place	Meghan Burke Harris	meghan.c.burke1@gmail.com
2411 Parkway	Joan Linstrom	joanlinstrom@hotmail.com

Anecdotal Statements about the danger of car speeding on South Cheverly Avenue

- 1) in the last 11 years, we've had three cars hit in front of our house, two of them completely totaled. We agree that folks pick up momentum as they come down the hill, and there's nothing to slow them down once they get going.
- 2) There used to be a speeding camera near 2310 Cheverly Avenue. A car speeding down the hill hit the speeding camera sending it flying into a neighbors yard.
- 3) Cars speeding too fast have driven into a neighbors front yard where their kids had been playing just prior.
- 4) I use this cross walk every day with my two dogs and I always hold my breath until we cross. I increasingly see children walking dogs in this part of Cheverly too.
- 5) It is a tough area to try to cross Cheverly Avenue.
- 6) It should be noted that many residents were interested in Traffic Calming Devices near the top of the hill where Belleview and Cheverly Circle intersect with Cheverly Avenue as well as halfway between the proposed 2406/2405 Cheverly Avenue crosswalk and the existing speed hump at the bottom of the hill on Cheverly Avenue.

Lastly, two discussion points were raised. This resident does not live on Cheverly Ave, but is supportive of reducing speeds on Cheverly Avenue.

1) A resident recommended installing traffic calming devices while keeping in mind emergency vehicle traffic. There are alternative speed humps that emergency vehicles can better maneuver while also helping reduce non-emergency vehicle speeds. https://nacto.org/docs/usdg/offset_speed_tables_for_reduced_emergency_response_delay_batson.pdf

2) It is likely that the Town will assess current travel speeds by measuring the volume of vehicles that use Cheverly Ave on a given day and the average speed of those vehicles. Traditionally, if the study shows that 85% of vehicle travel the speed limit and if there is no pedestrian delay, no improvements are necessary. A resident recommends that as part of the Town's study of the street, we request that the Town share the roadway's "design speed," meaning what vehicle speeds is the roadway engineered to accommodate; track the maximum speeds of any individual vehicles; and that we request that total volumes not be factored into the justification for a speed reduction improvement.

RESOLUTION R-2-22 (Revised)

Appointment of Election Judges

WHEREAS, the Mayor and Council of the Town of Cheverly, Maryland desire to make appointments to the positions of judges.

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of Section C-18 C of the Charter of the Town of Cheverly, Maryland, the following persons are appointed as election judges to assist the Board of Election Judges in the conduct of elections in 2022:

WARD 1: Meshia Easley

WARD 2: Chelsea Henderson

WARD 3: TBD

WARD 4: Will Burriss

WARD 5: TBD

WARD 6: Rita Bibbs-Booth

These appointments are effective on the date of this resolution.

Adopted: Thursday, April 14, 2022

Attest: _____

Kayce Muniyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

WILLIAM ELEY JR. PUBLIC WORKS BUILDING

6401 Forest Road, Cheverly, MD 20758

TOWN OF CHEVERLY



DESIGN TEAM		
KELLER BROTHERS, INC. DESIGN / BUILDER 1012 Rising Ridge Road Mt. Airy, MD 21771 301.607.9300	RRMM ARCHITECTS ARCHITECTURE 2900 South Quincy Street, Suite 710 Arlington, Virginia 22206 703.998.0101	KCI TECHNOLOGIES, INC. CIVIL / STRUCTURAL / MEP ENGINEERING 11830 West Market Place, Suite F Fulton, Maryland 20759 410.792.8086

OWNER
TOWN OF CHEVERLY DEPARTMENT OF PUBLIC WORKS 6401 Forest Road Cheverly, Maryland 20785 P: 301.773.8360



MARK	DATE	BY	DESCRIPTION

DATE	PROJECT	DESIGNED	DRAWN	CHECKED	KDL	BRF	KDL
04/07/2022	20191-00						

Professional Certification: I certify that these documents were prepared or approved by me, and that on a duly licensed architect under the laws of the State of Maryland. License number: expiration date:

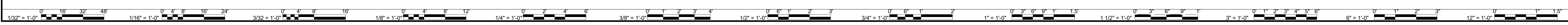
RRMM ARCHITECTS, PC
 2900 South Quincy Street, Suite 710
 Arlington, Virginia 22206
 (703)998-0101

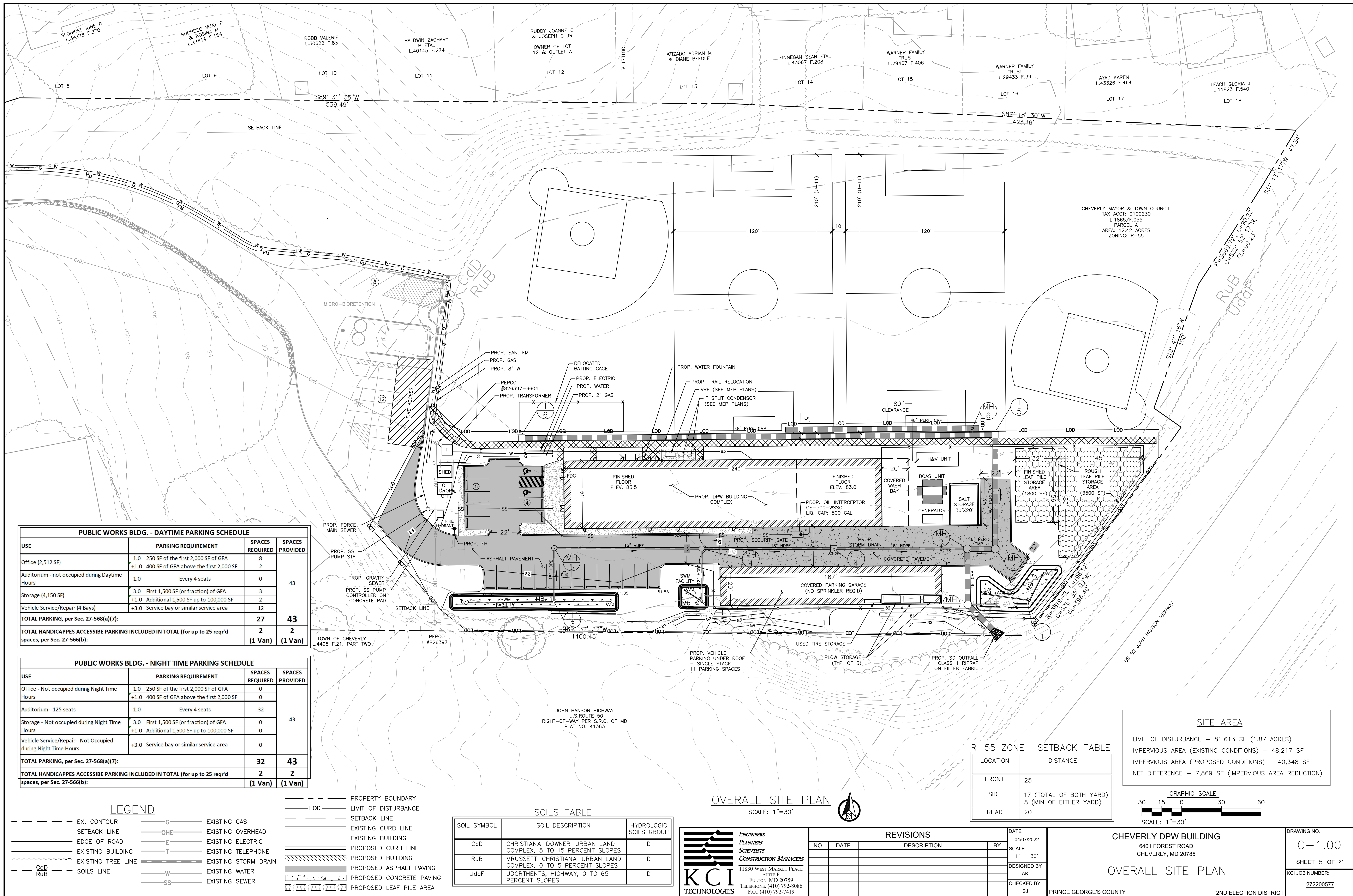


PROJECT: TOWN OF CHEVERLY DEPARTMENT OF PUBLIC WORKS
 CHEVERLY DPW BUILDING
 6401 FOREST ROAD, CHEVERLY, MD 20758

DRAWING: TITLE SHEET

SHEET: G-001





CHEVERLY MAYOR & TOWN COUNCIL
 TAX ACCT: 0100230
 L.1865 F.055
 PARCEL A
 AREA: 12.42 ACRES
 ZONING: R-55

PUBLIC WORKS BLDG. - DAYTIME PARKING SCHEDULE				
USE	PARKING REQUIREMENT	SPACES REQUIRED	SPACES PROVIDED	
Office (2,512 SF)	1.0 250 SF of the first 2,000 SF of GFA	8	43	
	+1.0 400 SF of GFA above the first 2,000 SF	2		
Auditorium - not occupied during Daytime Hours	1.0 Every 4 seats	0		
Storage (4,150 SF)	3.0 First 1,500 SF (or fraction) of GFA	3		
	+1.0 Additional 1,500 SF up to 100,000 SF	2		
Vehicle Service/Repair (4 Bays)	+3.0 Service bay or similar service area	12		
TOTAL PARKING, per Sec. 27-568(a)(7):		27	43	
TOTAL HANDICAPPED ACCESSIBLE PARKING INCLUDED IN TOTAL (for up to 25 req'd spaces, per Sec. 27-566(b)):		2	2	
		(1 Van)	(1 Van)	

PUBLIC WORKS BLDG. - NIGHT TIME PARKING SCHEDULE				
USE	PARKING REQUIREMENT	SPACES REQUIRED	SPACES PROVIDED	
Office - Not occupied during Night Time Hours	1.0 250 SF of the first 2,000 SF of GFA	0	43	
	+1.0 400 SF of GFA above the first 2,000 SF	0		
Auditorium - 125 seats	1.0 Every 4 seats	32		
Storage - Not occupied during Night Time Hours	3.0 First 1,500 SF (or fraction) of GFA	0		
	+1.0 Additional 1,500 SF up to 100,000 SF	0		
Vehicle Service/Repair - Not Occupied during Night Time Hours	+3.0 Service bay or similar service area	0		
TOTAL PARKING, per Sec. 27-568(a)(7):		32	43	
TOTAL HANDICAPPED ACCESSIBLE PARKING INCLUDED IN TOTAL (for up to 25 req'd spaces, per Sec. 27-566(b)):		2	2	
		(1 Van)	(1 Van)	

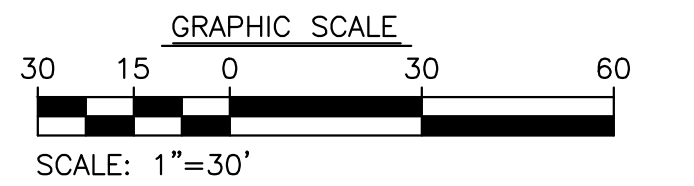
LEGEND	
--- EX. CONTOUR	G --- EXISTING GAS
--- SETBACK LINE	OHE --- EXISTING OVERHEAD
--- EDGE OF ROAD	E --- EXISTING ELECTRIC
--- EXISTING BUILDING	T --- EXISTING TELEPHONE
--- EXISTING TREE LINE	--- EXISTING STORM DRAIN
--- SOILS LINE	W --- EXISTING WATER
	SS --- EXISTING SEWER
--- LOD --- PROPERTY BOUNDARY	--- LIMIT OF DISTURBANCE
--- SETBACK LINE	--- EXISTING CURB LINE
--- EXISTING BUILDING	--- PROPOSED CURB LINE
--- PROPOSED BUILDING	--- PROPOSED ASPHALT PAVING
--- PROPOSED ASPHALT PAVING	--- PROPOSED CONCRETE PAVING
--- PROPOSED CONCRETE PAVING	--- PROPOSED LEAF PILE AREA

SOIL SYMBOL	SOIL DESCRIPTION	HYDROLOGIC SOILS GROUP
CdD	CHRISTIANA-DOWNER-URBAN LAND COMPLEX, 5 TO 15 PERCENT SLOPES	D
RuB	MRUSSETT-CHRISTIANA-URBAN LAND COMPLEX, 0 TO 5 PERCENT SLOPES	D
Udof	UDORTMENTS, HIGHWAY, 0 TO 65 PERCENT SLOPES	D

OVERALL SITE PLAN
 SCALE: 1"=30'

R-55 ZONE - SETBACK TABLE	
LOCATION	DISTANCE
FRONT	25
SIDE	17 (TOTAL OF BOTH YARD) 8 (MIN OF EITHER YARD)
REAR	20

SITE AREA
 LIMIT OF DISTURBANCE - 81,613 SF (1.87 ACRES)
 IMPERVIOUS AREA (EXISTING CONDITIONS) - 48,217 SF
 IMPERVIOUS AREA (PROPOSED CONDITIONS) - 40,348 SF
 NET DIFFERENCE - 7,869 SF (IMPERVIOUS AREA REDUCTION)



KCI TECHNOLOGIES
 ENGINEERS
 PLANNERS
 SCIENTISTS
 CONSTRUCTION MANAGERS
 11830 WEST MARKET PLACE
 SUITE F
 FULTON, MD 20759
 TELEPHONE: (410) 792-8086
 FAX: (410) 792-7419

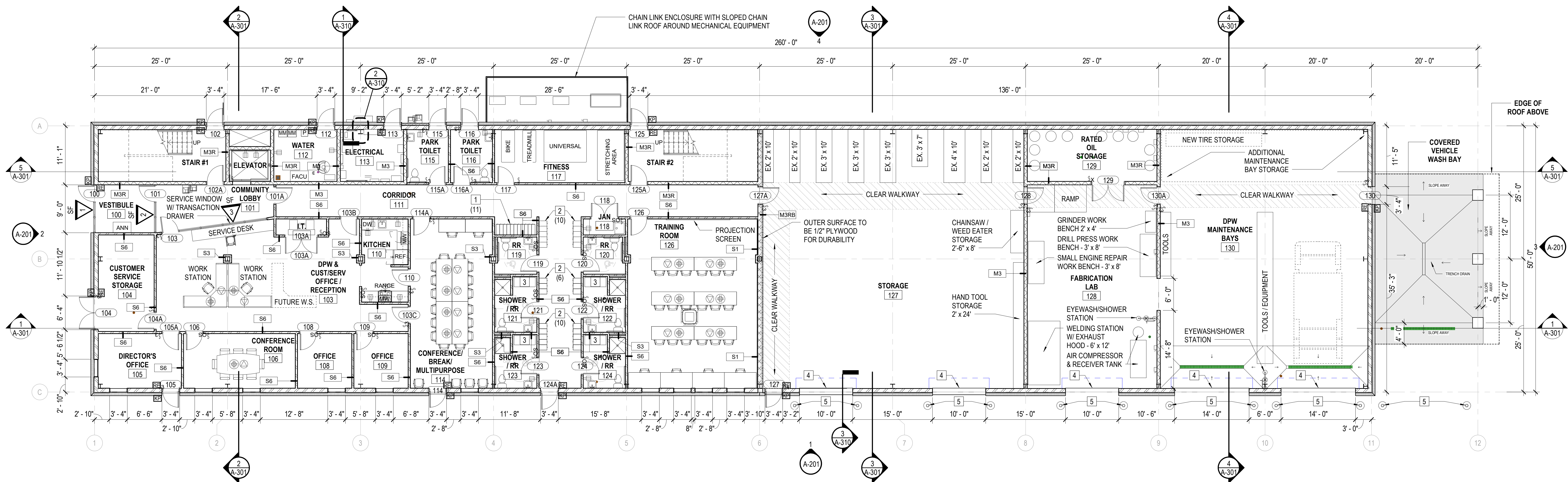
REVISIONS			
NO.	DATE	DESCRIPTION	BY

CHEVERLY DPW BUILDING
 6401 FOREST ROAD
 CHEVERLY, MD 20785

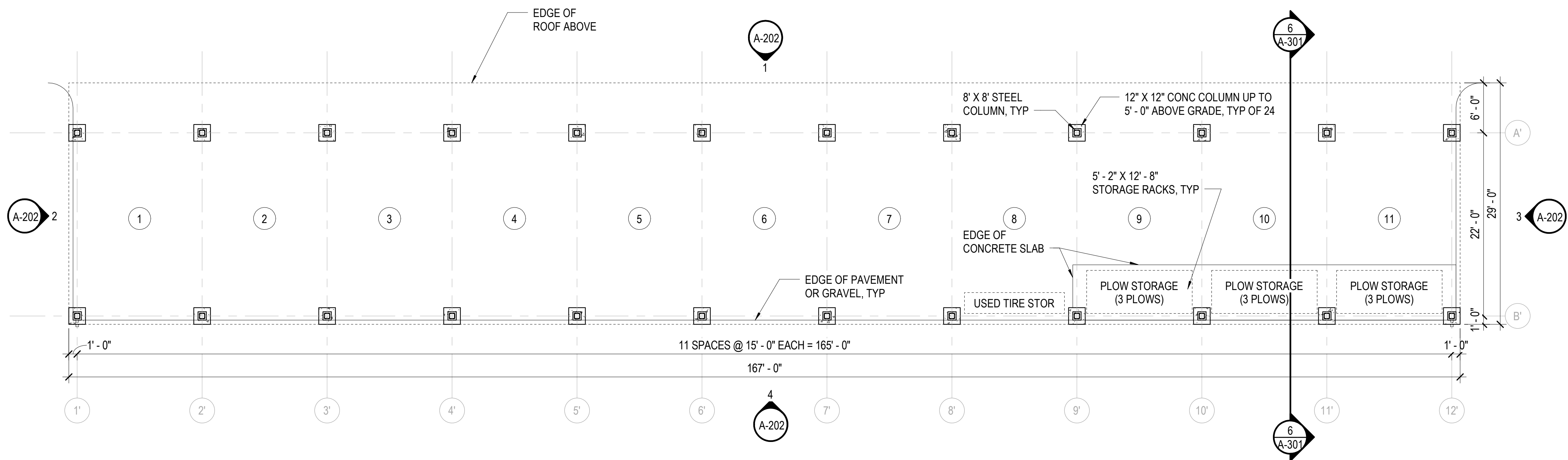
OVERALL SITE PLAN

DRAWING NO. **C-1.00**
 SHEET 5 OF 21
 KCI JOB NUMBER: 272200577

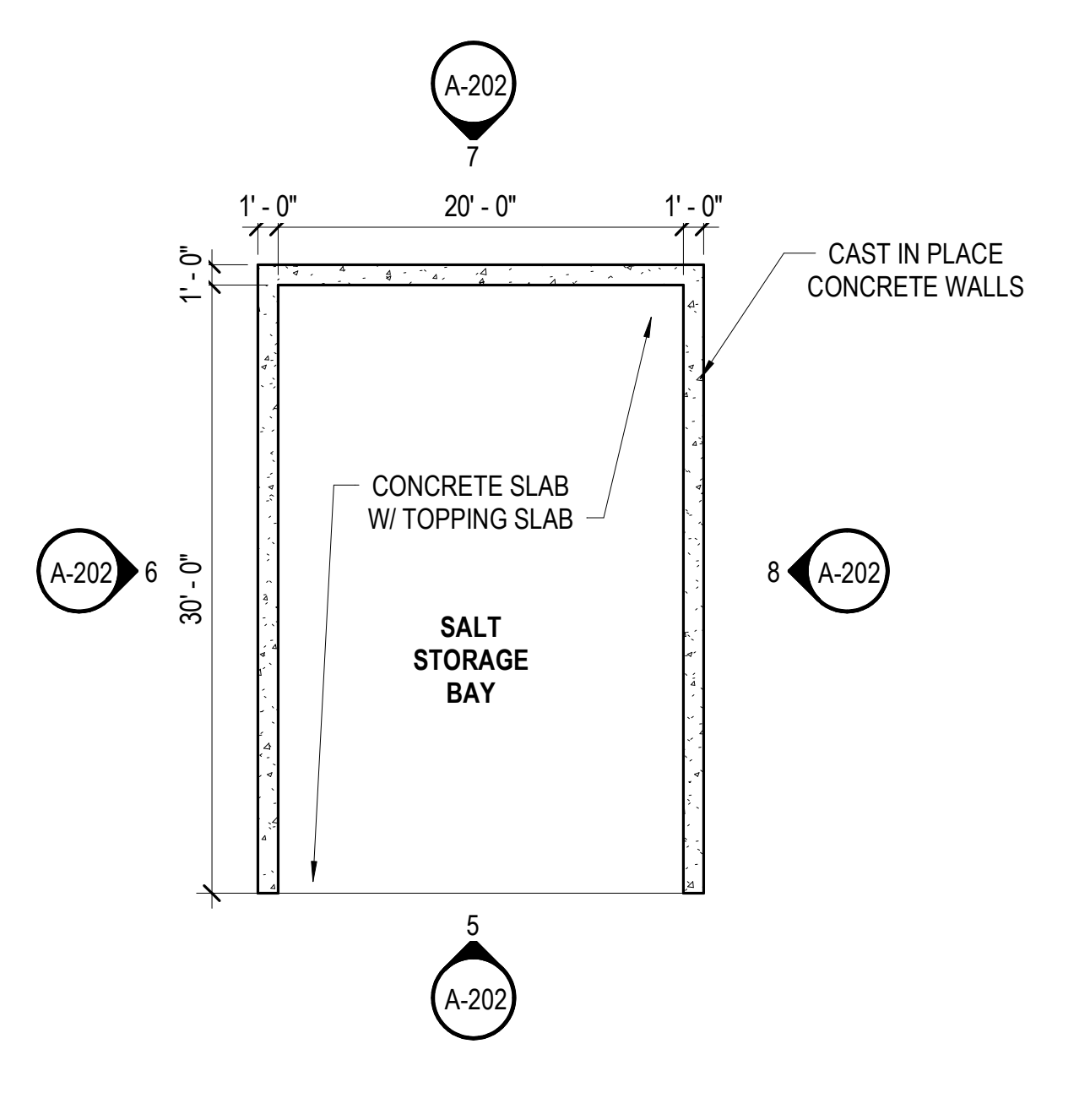
PRINCE GEORGE'S COUNTY 2ND ELECTION DISTRICT



1 FIRST FLOOR PLAN - DPW BUILDING
A-101 SCALE: 1/8" = 1'-0"



2 FLOOR PLAN - COVERED PARKING
A-101 SCALE: 1/8" = 1'-0"



3 FLOOR PLAN - SALT STORAGE
A-101 SCALE: 1/8" = 1'-0"

KEY NOTES

- 1 METAL SHIRT STORAGE LOCKERS - REFER TO DETAIL -JA- (N) INDICATES QUANTITY IN BANK
- 2 METAL LOCKERS - REFER TO DETAIL -JA- (N) INDICATES QUANTITY IN BANK
- 3 BENCH
- 4 OVERHEAD COILING DOOR
- 5 BOLLARD

FLOOR PLAN GENERAL NOTES

- 1. OVERALL PLAN DIMENSIONS ARE FROM FACE OF MASONRY, OUTSIDE FACE OF METAL STUD, OR CENTERLINE OF STRUCTURAL COLUMN UNION.
- 2. REFER TO ENLARGED PLANS FOR ADDITIONAL DIMENSIONS, PARTITION TYPES, AND OTHER INFORMATION THAT MAY NOT APPEAR ON 1/8" SCALE PLANS.
- 3. REFER TO GENERAL WORK NOTES FOR ADDITIONAL REQUIREMENTS.

MARK	DATE	REVISIONS	DESCRIPTION

DATE	PROJECT	DESIGNED	KDL	BRF	KDL
04/07/2022	20191-00				

DATE	PROJECT	DESIGNED	KDL	BRF	KDL
04/07/2022	20191-00				

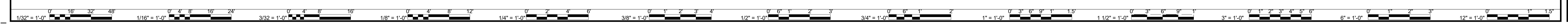
RRMM ARCHITECTS, PC
2900 South Quince Street, Suite 710
Arlington, Virginia 22206
(703)998-0101

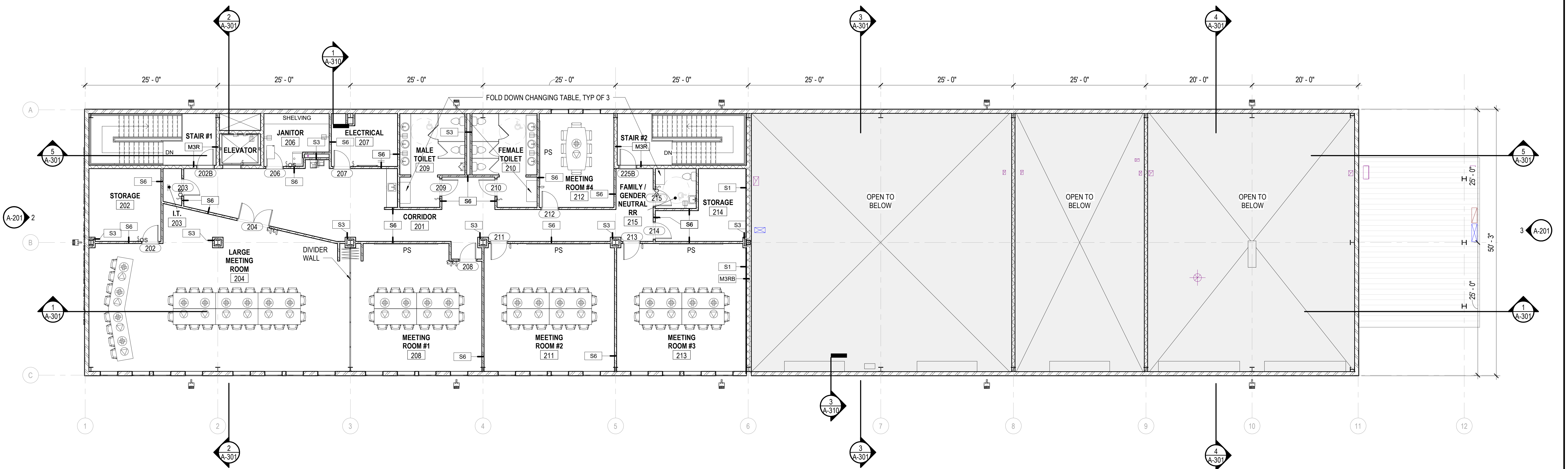


PROJECT TOWN OF CHEVERLY DEPARTMENT OF PUBLIC WORKS
CHEVERLY DPW BUILDING
6401 FOREST ROAD, CHEVERLY, MD 20756

DRAWING FIRST FLOOR PLANS

SHEET
A-101





1 SECOND FLOOR PLAN - DPW BUILDING
A-102 SCALE: 1/8" = 1'-0"

FLOOR PLAN GENERAL NOTES

1. OVERALL PLAN DIMENSIONS ARE FROM FACE OF MASONRY, OUTSIDE FACE OF METAL STUD, OR CENTERLINE OF STRUCTURAL COLUMN UON.
2. REFER TO ENLARGED PLANS FOR ADDITIONAL DIMENSIONS, PARTITION TYPES, AND OTHER INFORMATION THAT MAY NOT APPEAR ON 1/8" SCALE PLANS.
3. REFER TO GENERAL WORK NOTES FOR ADDITIONAL REQUIREMENTS.

MARK	DATE	REVISIONS	BY	DESCRIPTION

DATE	PROJECT	DESIGNED	DRAWN	CHECKED	KDL	BRF	KDL
04/07/2022	20191-00	KDL	BRF	KDL			

DATE	PROJECT	DESIGNED	DRAWN	CHECKED	KDL	BRF	KDL
04/07/2022	20191-00	KDL	BRF	KDL			

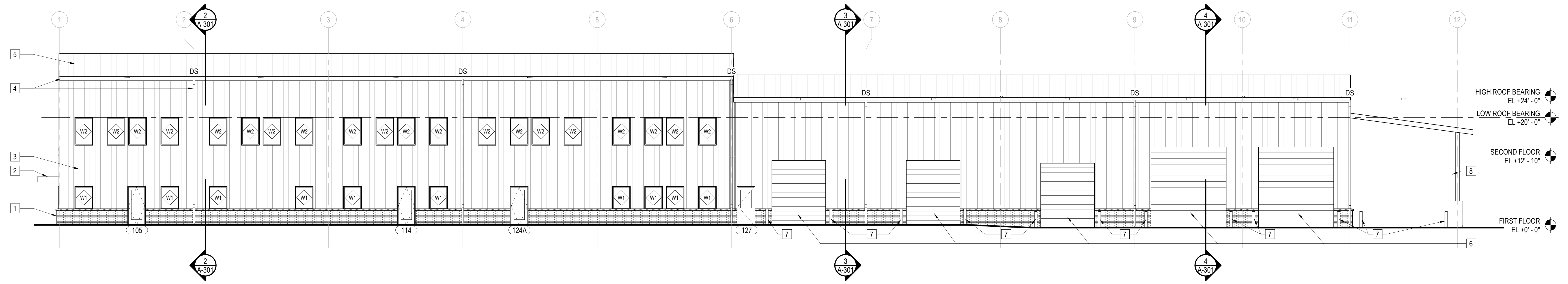
RRMM ARCHITECTS, PC
2900 South Quince Street, Suite 710
Arlington, Virginia 22206
(703)998-0101



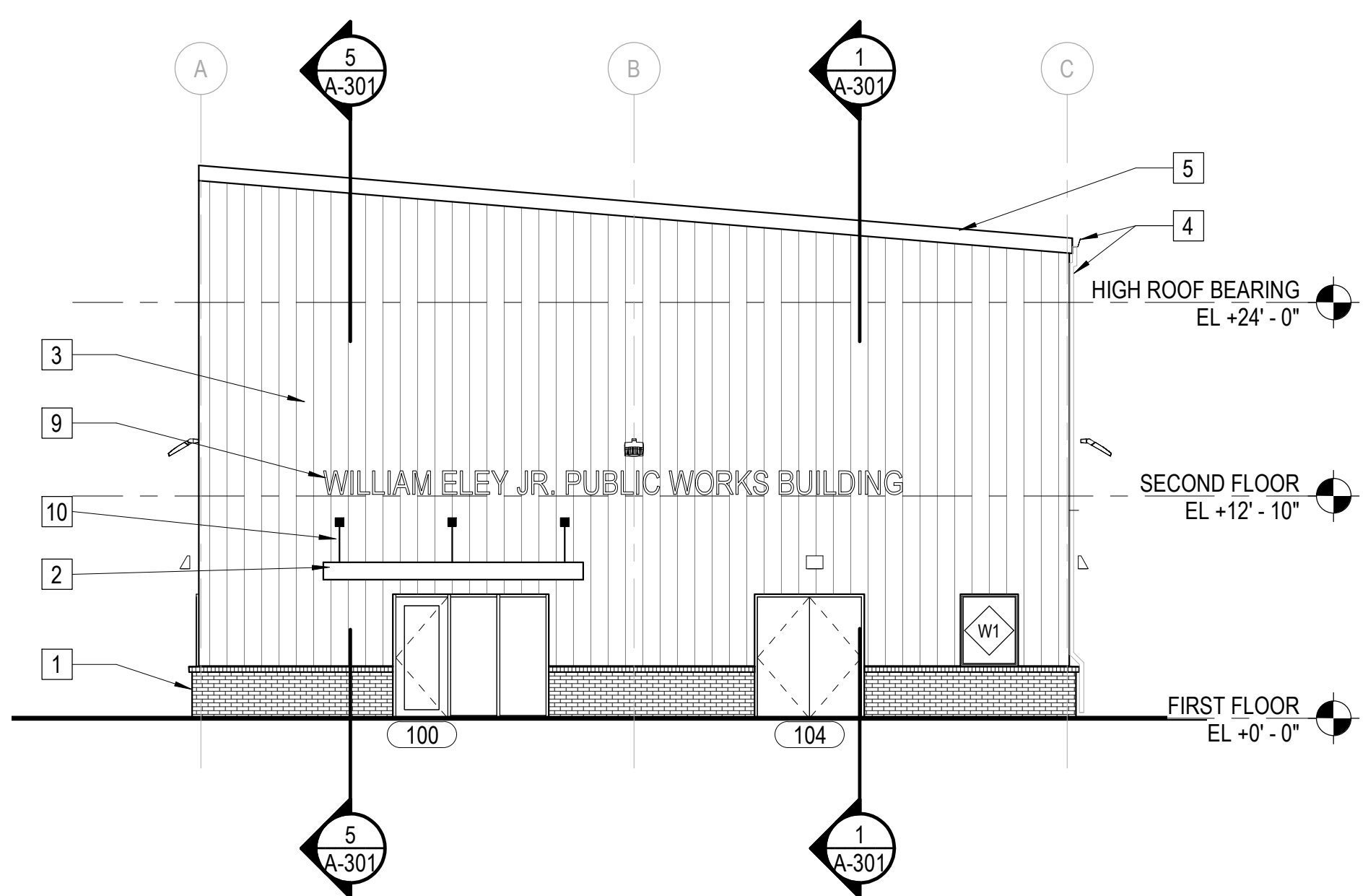
PROJECT: TOWN OF CHEVERLY DEPARTMENT OF PUBLIC WORKS
CHEVERLY DPW BUILDING
6401 FOREST ROAD, CHEVERLY, MD 20758

DRAWING: SECOND FLOOR PLAN

SHEET: A-102



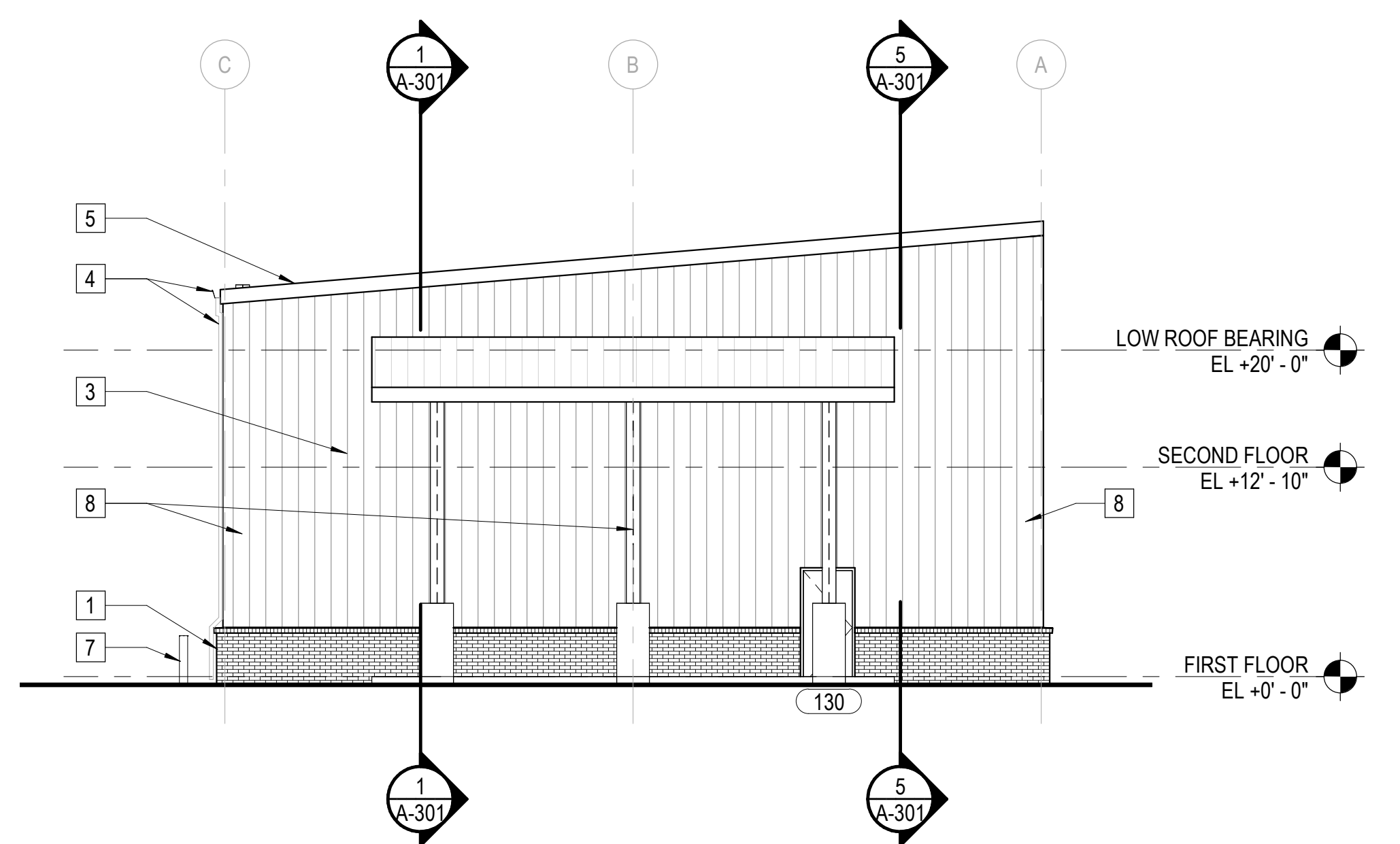
1 DPW BUILDING - SOUTH ELEVATION
A-201 SCALE: 1/8" = 1'-0"



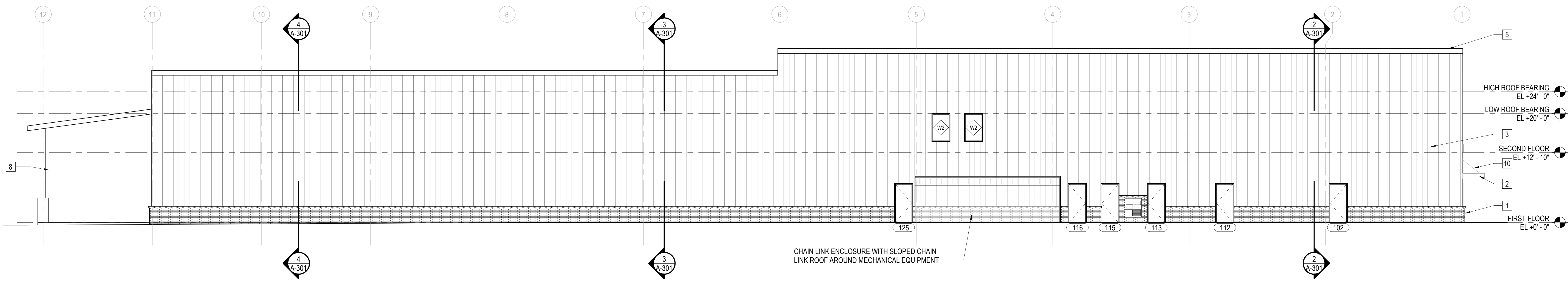
2 DPW BUILDING - WEST ELEVATION
A-201 SCALE: 1/8" = 1'-0"

ELEVATION KEY NOTES

- 1 BRICK WATER TABLE W/ ROWLOCK SILL
- 2 ENTRANCE CANOPY
- 3 PEMB METAL WALL PANEL
- 4 ALUMINUM GUTTER AND DOWNSPOUT (DS)
- 5 PEMB STANDING SEAM METAL ROOF
- 6 INSULATED OVERHEAD ROLLING DOOR
- 7 BOLLARD
- 8 PEMB STEEL COLUMN
- 9 16" ALUMINUM LETTER SIGNAGE
- 10 TENSION RODS



3 DPW BUILDING - EAST ELEVATION
A-201 SCALE: 1/8" = 1'-0"



4 DPW BUILDING - NORTH ELEVATION
A-201 SCALE: 1/8" = 1'-0"

MARK	DATE	DESCRIPTION
BY		
REVISIONS		

DATE	PROJECT	DESIGNED	DRAWN	CHECKED	KDL	BRF	KDL
04/07/2022	20191-00						

Professional Certification: I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland. License number: [blank] expiration date: [blank]

RRMM ARCHITECTS, PC
2900 South Quincey Street, Suite 710
Arlington, Virginia 22206
(703)998-0101

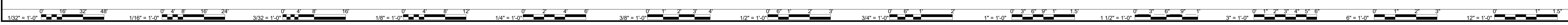


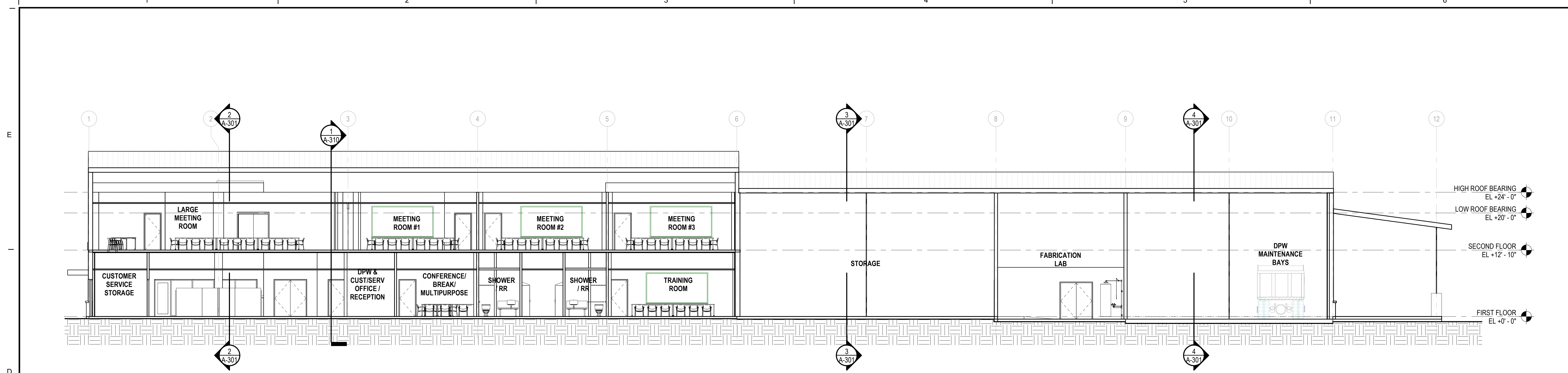
TOWN OF CHEVERLY DEPARTMENT OF PUBLIC WORKS
CHEVERLY DPW BUILDING
6401 FOREST ROAD, CHEVERLY, MD 20758

ELEVATIONS

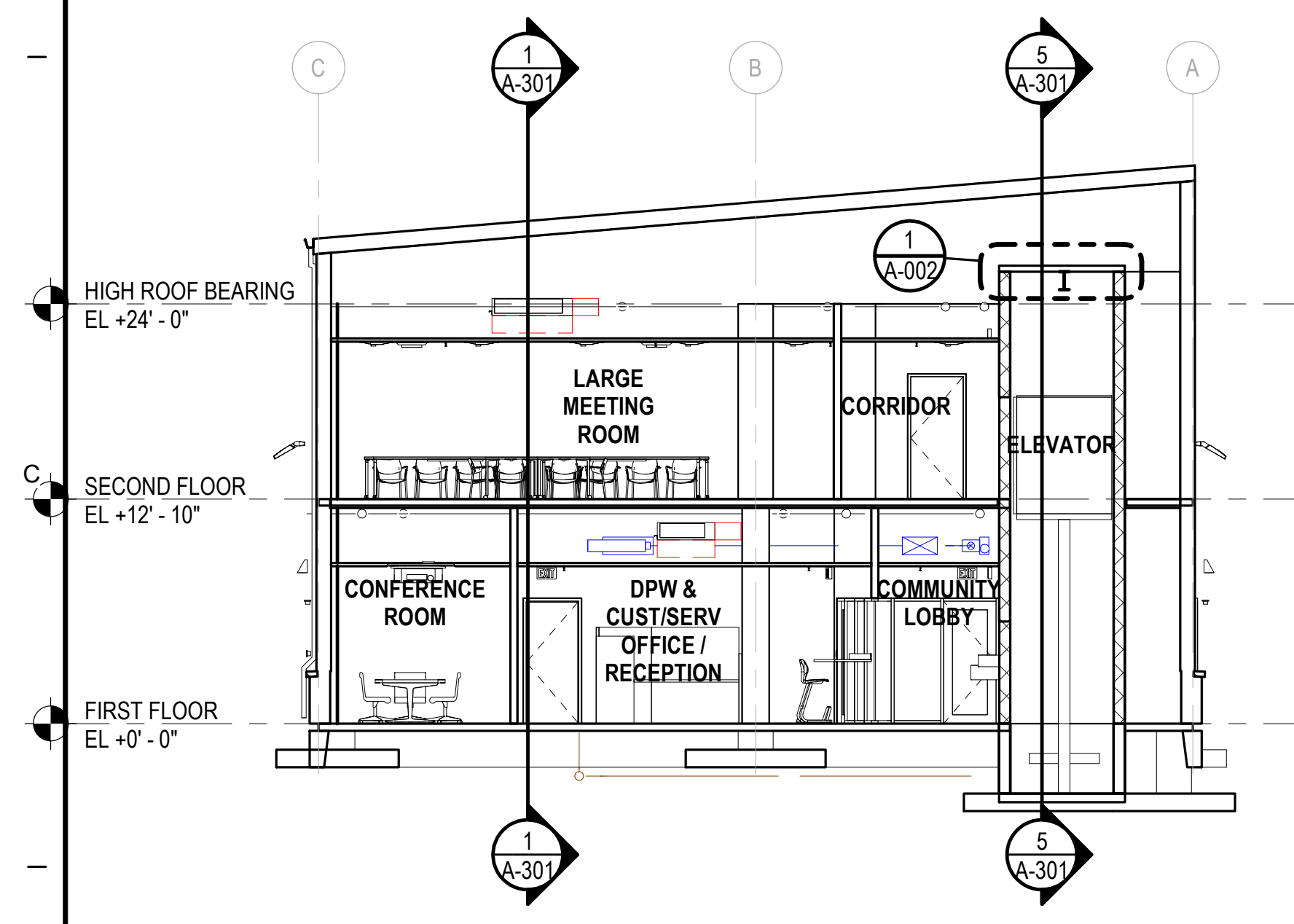
SHEET
A-201

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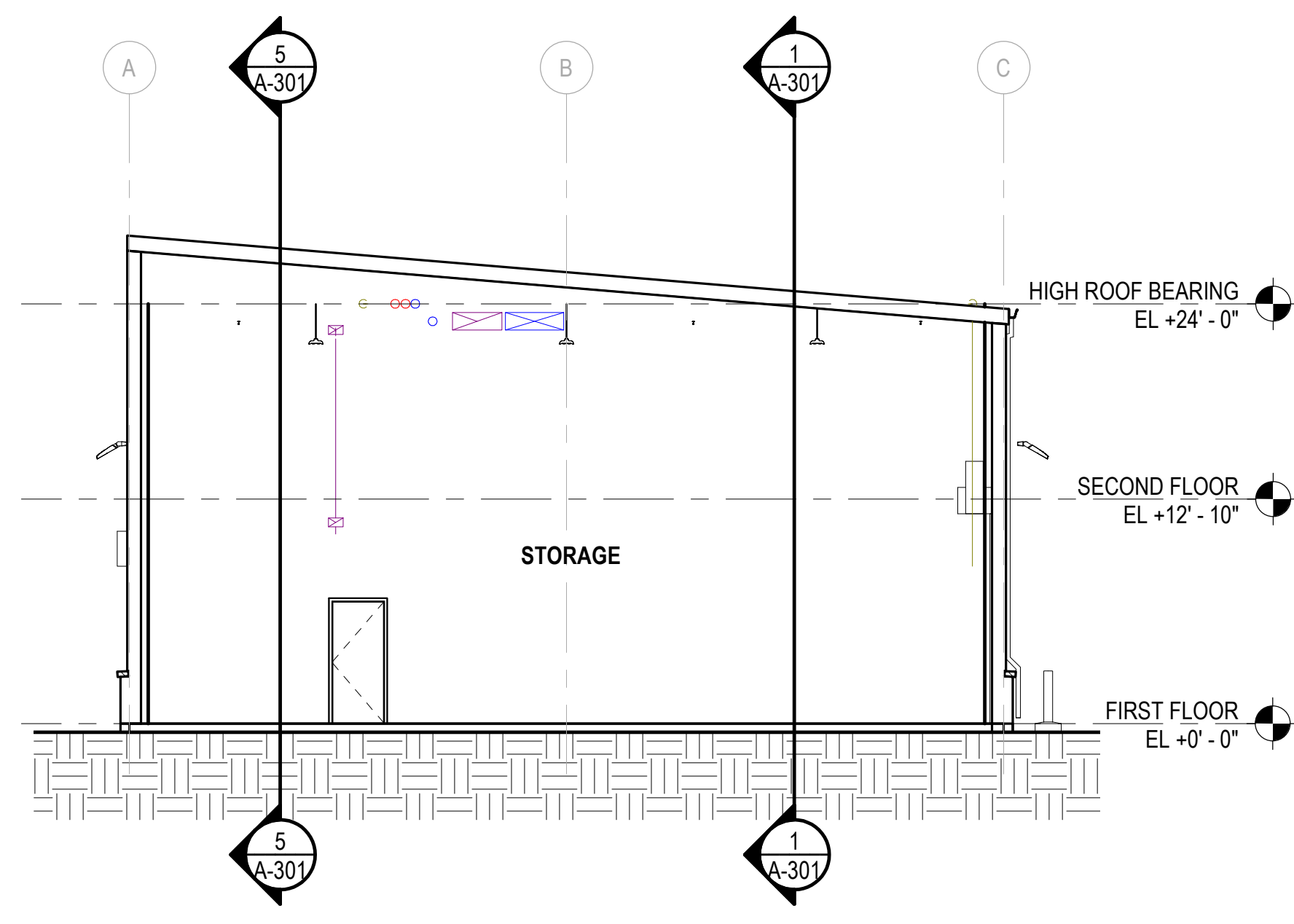




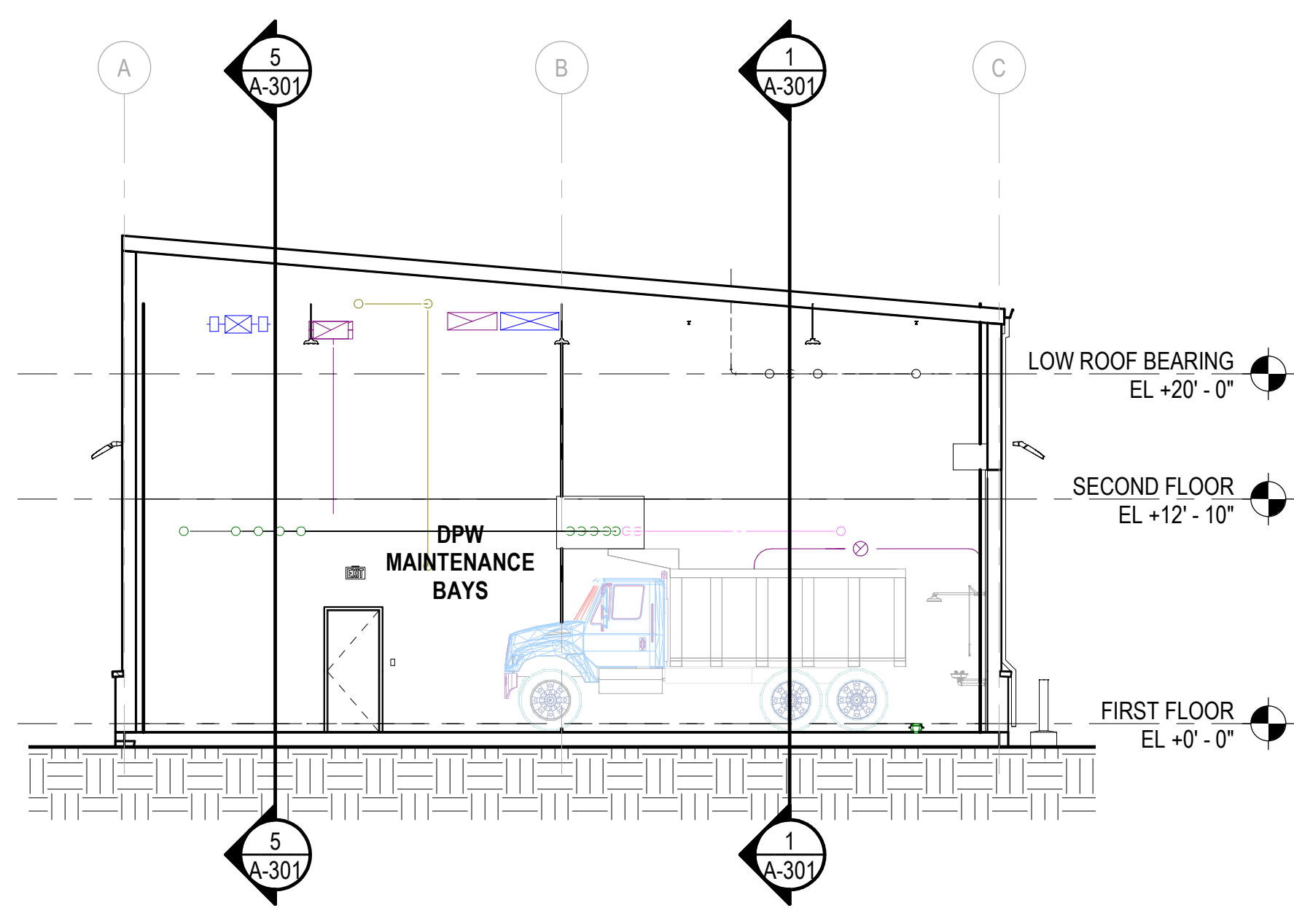
1 BUILDING SECTION
A-301 SCALE: 1/8" = 1'-0"



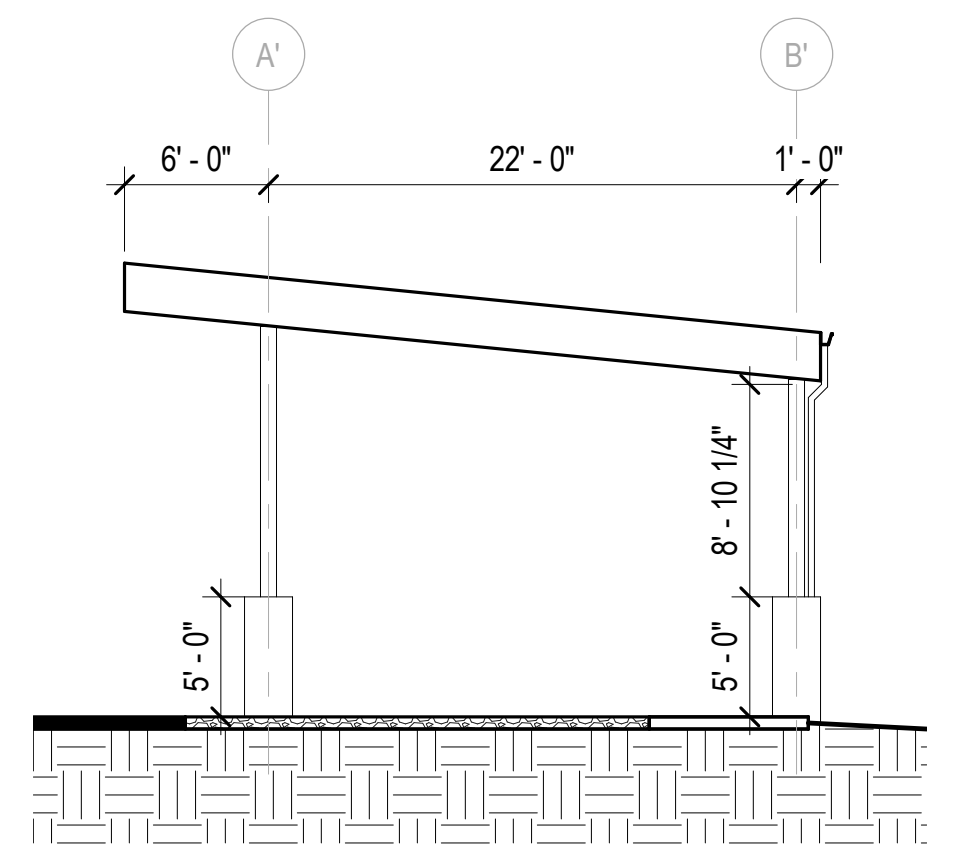
2 BUILDING SECTION
A-301 SCALE: 1/8" = 1'-0"



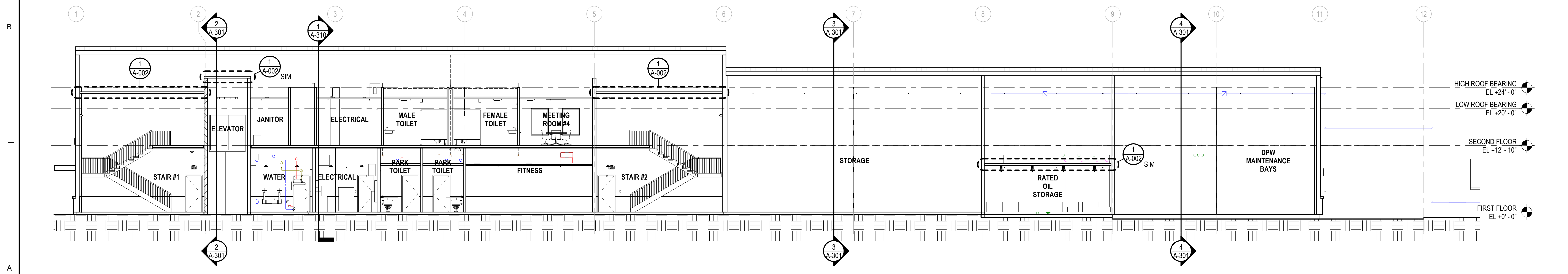
3 BUILDING SECTION
A-301 SCALE: 1/8" = 1'-0"



4 BUILDING SECTION
A-301 SCALE: 1/8" = 1'-0"



6 BUILDING SECTION
A-301 SCALE: 1/8" = 1'-0"



5 BUILDING SECTION
A-301 SCALE: 1/8" = 1'-0"

MARK	DATE	DESCRIPTION
BY		
REVISIONS		

DATE	PROJECT	DESIGNED	DRAWN	CHECKED	KDL	BRF	KDL
04/07/2022	20191-00						

Professional Certification: I verify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland. License number: [blank] expiration date: [blank]

RRMM ARCHITECTS, PC
2900 South Quincey Street, Suite 710
Arlington, Virginia 22206
(703)998-0101

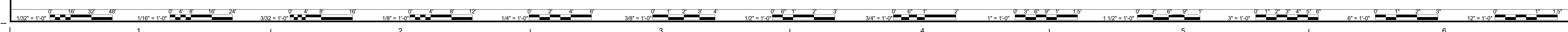


PROJECT TOWN OF CHEVERLY DEPARTMENT OF PUBLIC WORKS
CHEVERLY DPW BUILDING
6401 FOREST ROAD, CHEVERLY, MD 20758

DRAWING BUILDING SECTIONS

SHEET
A-301

4/7/2022 4:57:02 PM BIM 360://20191-00/Cheverly DPW Building/20191-00 V02/Cheverly DPW Building - ARCH.rvt



Jimmy Gusky Heating and Air

WSSC # 72817 DC# RJ901116 DC #
 DPM1311 MD HVAC #19918 ROCKVILLE #
 PLL-00020
 PO Box 9648
 Washington, DC 20016



PROPOSAL

Presented to:
Cheverly Police Department
 6401 Forest Rd
 Cheverly, MD 20785

Job # 23233
Proposal # P-23233-1
Technician
Issue Date Mar 18 2022

Customer Contact:
 M: (301) 341-1055

Location Address:
 6401 Forest Rd
 Cheverly, MD 20785

Your Price: \$24,992.00

Description	Qty	Price
REMOVE REMOVE AND DISPOSE OF TWO (2) OLD 5 TON AIR CONDITIONERS AIR HANDLERS.	1	\$0.00
INSTALLATION Supply and install two (2) new Carrier 16 SEER R410a 3 ton AC's on ground (model 24ABC636A) in place of existing units to tie into existing electrical and refrigeration piping. Supply and install one (2) new Carrier Single Speed R410a air handlers in attic (model FB4CNP061) in place of existing units to tie into existing duct work, electrical and refrigeration piping. Supply and install two (2) new preformed pads, 50 amp fused disconnect boxes, wet switches, #8 electrical conduits, Honeywell digital programmable thermostats (model T6), emergency overflow pans and EZ Traps with float switches . Installation to include all labor , material, taxes , rebates and discounts . JG HVAC will have to take down drop ceiling in two (2) area's beneath existing air handlers in order to change them and is not responsible for any repairs. However I will quote you on repairing ceiling once I have spoken to our carpenter. SUPPLY AND INSTALL ONE (1) NEW AIR SCRUBBER BY AERUS ON ZONE THAT COOLS EVIDENCE ROOM.	1	\$24,992.00
WARRANTY Warranty: 10 years on all parts and 1 year on all labor.	1	\$0.00
TOTAL	1	\$0.00
Total Investment		\$ 28,992
Check/CC Discount	- 1,000	
Special Discount	- 3,000 (expires 4/21/22)	
Your net cost		\$ 24,992

Your Price \$24,992.00

Proposal Notes:

JG HVAC will have to take down drop ceiling in two (2) area's beneath existing air handlers in order to change them and is not responsible for any repairs. However I will quote you on repairing ceiling once I have spoken to our carpenter.

PAYMENT TERMS: \$12,492 DOWN PAYMENT, \$12,500 DUE UPON COMPLETION.

Please check the box below that states "I accept this proposal and agree to the terms and conditions" then please have the authorized representative type his or name name in the rectangular box below that says "Full Name". Thank you for your business. We will work hard to make sure the you're 100% satisfied.

Customer Approval:

I accept this proposal and agree to the terms and conditions.

Contractor Warranties:

Jimmy Gusky Contractor Service Warranty:

Jimmy Gusky Contractor Service Warranty: All work fully guaranteed for 1 year

Contract Terms:

Thank you for your business!

Binding Arbitration: The parties to this contract agree that any and all disputes that cannot be settled in good faith by the parties shall be resolved through binding arbitration using the American Arbitration Association. It is further agreed that the cost of binding arbitration shall be shared equally by J.G.H. & A. and the Client. It shall be clearly understood that any disputes that may arise are confidential with no public comment permitted in any form by either party relating to the dispute. The results of any Arbitration proceeding shall also be confidential with no public comment by either party permitted in any form relating to any award. The parties agree that any breach of this provision shall constitute a willful breach of contract.



Thursday, April 14, 2022

PROCLAMATION
Designating April 30, 2022 as ARBOR DAY

WHEREAS, this holiday, called Arbor Day, was first proposed by J. Sterling Morton to the Nebraska Board of Agriculture in 1872 and was observed with the planting of more than a million trees in Nebraska and is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our town increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, the urban forest of Cheverly is part of the watershed area of Beaver Dam Creek and ultimately the Chesapeake Bay, and

WHEREAS, the General Assembly of the State of Maryland has declared that urban forest and trees are an important and necessary part of the community environment, and that the retention, enhancement and management of these forests and trees by local governments is the best interest of the citizens of the State of Maryland.

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Council of the Town of Cheverly that April 30, 2022 will be celebrated as ARBOR DAY in the Town of Cheverly, and we urge all citizens to support efforts to protect our trees and woodlands, and

FURTHER, we urge all citizens to plant trees to gladden the heart and promote the wellbeing of this future generation.

Date: Thursday, April 14, 2022

Attest: _____

Kayce Munyeneh
Mayor



Thursday, April 14, 2022

PROCLAMATION
Designating April 30, 2022 as ARBOR DAY

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

**EMPLOYMENT AGREEMENT
CARL MILLER - POLICE CHIEF**

Date of Hire: May 23, 2022

AGREEMENT

THIS AGREEMENT is made this ____ day of _____ 2022, by and between **THE TOWN OF CHEVERLY**, a municipal corporation of the State of Maryland, hereinafter referred to as the "Town," and **CARL MILLER**, hereinafter referred to as "Employee."

RECITALS

WHEREAS, Employee desires to provide services to the Town as its Chief of Police, who will serve at the pleasure of the Mayor and Town Council; and

WHEREAS, the Town and Employee agree that it is appropriate to memorialize the conditions and terms of employment without modifying the at-will nature of the employment.

NOW, THEREFORE, the Town of Cheverly does hereby employ the services of Carl Miller as its Chief of Police under, and in accord with, the following terms and conditions:

SECTION 1. DUTIES

- 1.1. Employee shall be responsible to the Town Administrator and serve at the pleasure of the Mayor and Town Council.
- 1.2. Employee shall perform other legally permissible and proper duties and functions as the Mayor and Town Council shall, from time to time, assign.
- 1.3. Employee shall devote his entire time to the discharge of official duties and shall not engage in outside employment; however, the term "outside employment" shall not be construed to include occasional teaching, writing, or consulting performed on Employee's time off if such activities do not conflict with, or in any way interfere with or impede, Employee's ability to perform his duties as an employee of the Town.

SECTION 2. TERM

- 2.1. Employee's first day of work as Police Chief for the Town shall be May 23, 2022.
- 2.2. Employee agrees to provide at least sixty (60) days written notice to the Town Administrator prior terminating this Agreement. In order to have an orderly transition in anticipation of Employee's departure, Employee shall not be permitted to take annual leave during such notice period, unless approved by the Town Administrator.
- 2.3. It is the intention and desire of Town and Employee to provide stability in the

Police Department; accordingly, both Town and Employee affirm that it is their intention that Employee's term of employment shall be for three (3) years from the date of this Agreement. This Agreement shall, thereafter, continue from year to year until and unless Town or Employee terminates this Agreement as hereinafter set forth in this agreement.

SECTION 3. COMPENSATION

3.1. The Town shall pay Employee a gross salary of \$125,000.00 annually for his services or prorated portion thereof. Payroll taxes will be removed. Employee is eligible for merit increases at the discretion of the Mayor and Council. Cost of living ("COLA") increases will be granted in accordance with any COLA increases granted to all employees.

3.2 The Town shall provide a municipally owned vehicle for Employee's business use.

3.3 The Town shall provide a Town cellular telephone for Employee's business use.

3.2 The Town shall pay Employee's dues for PERF, IACP, MCPA and PCAPGC and expenses for attending annual conferences of the same, if any.

SECTION 4. PERFORMANCE EVALUATION

4. 1. The Town Administrator, the Employee's supervisor, shall do a written review and evaluation of the performance of Employee at least once annually, but no later than the 15th day of May of each year. Employee shall be entitled to discuss the evaluation with the Town Administrator.

SECTION 5. HOURS OF WORK

5.1. Employee is a full-time employee who shall perform all duties reasonably necessary for Employee to faithfully perform his duties as required by the Mayor and Town Council, including attendance at Council meetings.

SECTION 6. ANNUAL AND SICK LEAVE

6.1. Employee shall accrue annual leave with the same accrual schedules and limitations as those of a classified employee of the Town, but Employee shall accumulate leave at the same rate as an employee who has been with the Town for more than fifteen years. All Town Regulations regarding using annual leave shall apply to Employee.

6.2 Employee shall accrue sick leave with the same accrual schedules and limitations as those of a classified employee of the Town. All Town Regulations regarding using sick leave shall apply to Employee.

6.3. If Employee resigns or retires from employment, Employee shall be paid for accrued Annual Leave pursuant to the Town's policy and regulations for its employees.

SECTION 7. HEALTH AND LIFE INSURANCE

7.1. The Town agrees to put into force and to make premium payments for Employee for insurance policies equivalent to those provided all classified employees of Town, which may include accident and medical group insurance.

7.2 The Town shall provide and pay for life insurance for Employee with a payout equal to the amount of his then current annual salary.

SECTION 8. RETIREMENT

8.1. Employee is eligible to participate in the Town's 457 deferred compensation plan. The Town will match Employee's contribution at 50%.

SECTION 9. DEATH DURING TERM OF EMPLOYMENT

9.1. If Employee dies during his employment, the Town shall pay to Employee's estate all the compensation that would otherwise be payable to Employee up to the date of Employee's death.

SECTION 10. NON-RENEWAL, EXTENSION, REMOVAL

10.1. The Town, at its sole discretion, may terminate this Agreement at any time and for any reason.

10.2 In the event the Employee is terminated by the Town, the Town agrees to pay Employee a lump sum cash payment equal to six (6) months base salary then in effect, or Employee shall be entitled to receive continuation of salary and all benefits including deferred compensation payments for not less than 6 months. No additional accrual of leave time shall occur during this time.

Notwithstanding the foregoing, no severance payment shall be made if the Employee is terminated due to conviction of a felony, conviction of a misdemeanor involving moral turpitude, or the entry of a plea of nolo contendere or a plea bargain to either such crime or crimes.

SECTION 11. INDEMNIFICATION

11.1. The Town, but only to the degree that its insurance allows and in accordance with applicable law, shall defend, save harmless and indemnify Employee in the same manner and according to the same conditions as any municipal official and/or employee, against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring within the scope of and in the performance of Employee's duties for the Town, such duties to include all obligations and commitments as articulated in this Agreement. Town or its insurance company may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon but only pursuant to the insurance agreement and terms; provided, however, that nothing herein shall

obligate the Town to pay the costs of defending any criminal action brought by any Municipal, County, State or Federal authority.

SECTION 12. OTHER TERMS AND CONDITIONS OF EMPLOYMENT

12.1. The Town, in consultation with Employee, may modify, amend, or fix such other terms and conditions of employment as may be determined, from time to time, to be necessary or appropriate, provided that such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Town Charter or any other law. Further, all provisions of the Town Charter and the Town Code and the Personnel Manual of the Town and all applicable policies relating to annual and sick leave, retirement and pension system contributions, holidays, and other fringe benefits and working conditions as they now exist or hereafter may be amended, shall also apply to Employee as they would to other employees of the Town.

SECTION 13. NO REDUCTION IN BENEFITS

13.1. The Town shall not at any time during this Agreement reduce the salary, compensation, or other financial benefits of Employee, except to the degree of such reduction across-the-board for all employees of the Town.

SECTION 14. NOTICES

14.1. Notices pursuant to this Agreement shall be given by United States Mail, postage pre-paid, addressed as follows:

The Town: Dylan Galloway Town Administrator
Town of Cheverly
6401 Forest Road
Cheverly, Maryland 20785

Employee: Carl Miller

14.2. Alternatively, notices required pursuant to this Agreement may be personally served on the Employee.

14.3. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice into the United States Mail Service.

SECTION 15. ENTIRE AGREEMENT

15.1. This Agreement shall constitute the entire agreement of the parties. No oral agreement or arrangement, not put in writing **AND SIGNED BY BOTH PARTIES**, shall have any force and effect: provided, however, that any Ordinance or Charter provision or Amendment thereto shall automatically be incorporated, except as otherwise expressed herein, into the terms and provisions of this Agreement after proper adoption by the Town; and provided further that this Agreement shall be binding upon and insure to the benefit of the heirs at law and personal representatives of Employee.

If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portions thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

15.2. The recitals above are hereby incorporated into this Agreement.

THE TOWN OF CHEVERLY has caused this Agreement to be signed and executed on its behalf by its Town Administrator and duly witnessed; and Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

Employee:

Date

Carl Miller

The Town of Cheverly:

Date

Dylan O. Galloway, Town Administrator

Witness:

Date

TOWN OF CHEVERLY
ORDINANCE No.: _____

**An Ordinance whereby the Mayor and Council of the Town of
Cheverly amend Chapter 8-9(f)(3) of the Town Code for the
purpose of creating right of special exceptions for corner lot properties.**

WHEREAS, pursuant to § C-23 of the Town’s Charter, the Mayor and Council are vested with the authority to pass ordinances and take such measures as they may deem necessary for the good government and improvement of the Town; and

WHEREAS, the Mayor and Council have reviewed the Town Code’s and desires to amend section 8-9 covering the installation of fences.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Cheverly in regular session assembled, Section 8-9(f)(3) of the Town of Cheverly Code is hereby deleted and of no further effect; with new language being:

(3) The Mayor and Town Council may not grant a special exception for a fence in the prohibited locations outlined above in subsection (b), except that the Mayor and Town Council may grant a special exception for a fence to be built on a lot bounded by two or more roadways as long as that fence is not constructed in a manner that obstructs the front door of the structure and is not constructed less than two feet from the property boundary.

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect 30 days from the date of its adoption.

AND BE IT FURTHER ORDAINED that a fair summary of this Ordinance shall forthwith be published twice in a newspaper having general circulation in the Town and otherwise be made available to the public.

INTRODUCED by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on _____, 2021.

ADOPTED by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on _____, 2021.

ADOPTED: _____

Attest: _____

Mayor

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

ORDINANCE -2022-02

OF THE MAYOR AND COUNCIL OF THE TOWN OF CHEVERLY AMENDING CHAPTER 24 “STREETS, SIDEWALKS AND OTHER PUBLIC WORKS PROJECTS” OF THE TOWN CODE, BY REPEALING AND RE-ENACTING § 24-16.1(c) AND (d), TO REQUIRE A MEETING BETWEEN RESIDENTS AND THE TRAFFIC ENGINEER AFTER A PETITION TO INSTALL SPEED HUMPS IS VALIDATED, AND REQUIRING THE TRAFFIC ENGINEER TO SUBMIT ITS RECOMMENDATIONS TO THE MAYOR AND COUNCIL FOR CONSIDERATION; AND ELIMINATING THE REQUIREMENT THAT A TECHNICAL STUDY BE PERFORMED WITH EACH PETITION TO INSTALL SPEED HUMPS.

WHEREAS, pursuant to § C-23 of the Town’s Charter, the Mayor and Council are vested with the authority to pass ordinances and take such measures as they may deem necessary for the good government and improvement of the Town; and

WHEREAS, the Mayor and Council has determined the process to evaluate the need for installation of speed humps needs revision to make the process more effective and cost efficient; and

WHEREAS, the Mayor and Council have determined it is in the public interest to amend Chapter 24 “Streets, Sidewalks and Other Public Works Projects”, § 24-16.1(c) and (d) to require a meeting between certain residents and the traffic engineer, who will then make recommendations to the Mayor and Council prior to the public hearing, and to eliminate the requirement of a technical study, which will be at the discretion of the Mayor and Council.

SECTION 1. NOW THEREFORE, IT BE ORDAINED AND ENACTED, by the Mayor and Council of the Town of Cheverly, that Chapter 24 “Streets, Sidewalks and Other Public Works Projects”, § 24-16.1(c) and (d), “Traffic calming devices”, be, and is hereby, repealed, re-enacted and amended to read as follows:

CAPS	:Indicate language added to existing law
[Brackets]	:Indicate language deleted from existing law
Asterisks ***	:Indicate language remaining unchanged in existing law but not set forth in Ordinance

Sec. 24-16.1. – Traffic calming devices

(a) – (b) * * * *

(c) *Request for speed hump installation.* Request for a speed hump installation can be made by petition.

(1) *Petition request:*

- a. Residents of a street can submit a petition to the town administrator indicating that the residents of at least sixty (60) percent of the households of the street want speed humps to be installed on that street.
- b. If traffic calming installation(s) are being requested for only a block of a street the petition must be signed by residents of at least sixty (60) percent of the households on the block of the requested installation site, as well as those households on the street within two hundred fifty (250) feet of the requested installation site, as determined by the town administrator.
- c. The town clerk will validate the petition, will determine the total number of eligible households on the street, and will compute the percentage of households signing the petition. If that percentage is sixty (60) percent or greater, the town administrator will so inform the mayor, who shall schedule a public hearing WITHIN 60 DAYS OF VALIDATION OF THE PETITION.
- d. IMMEDIATELY AFTER NOTIFICATION TO THE MAYOR OF THE VALIDATED PETITION, THE TOWN ADMINISTRATOR SHALL SCHEDULE A MEETING BETWEEN THE RESIDENTS OF THE STREET OR BLOCK AT ISSUE AND THE TRAFFIC ENGINEER. AT SAID MEETING, THE TRAFFIC ENGINEER SHALL DISCUSS THE CONCERNS OF THE RESIDENTS AND SHALL VISIT THE STREET OR BLOCK WITH THE RESIDENTS. AFTER MEETING WITH THE RESIDENTS, THE TRAFFIC ENGINEER SHALL SUBMIT ITS RECOMMENDATIONS TO THE MAYOR AND COUNCIL AT LEAST 30 DAYS BEFORE THE SCHEDULED PUBLIC HEARING.

(2) *Town clerk authorized to develop standard form.* To assist residents in petitioning for speed humps, the town clerk is authorized to develop and distribute a standard "request for traffic calming installation" petition form.

(d) *Procedures for public hearing on speed hump petitions:*

(1) *Conduct of public hearing.*

- a. After having been notified by the town clerk that a valid petition has been received, the mayor will schedule a public hearing WITHIN 60 DAYS to solicit the opinions of the entire neighborhood and the town at large.
- b. The town clerk shall send notice of the public hearing to all residents of the street, or block as the case may be, which is proposed to receive traffic calming action,

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and to the local neighborhood citizen association. The public hearing shall be advertised in the Cheverly Newsletter.

- c. After conducting the public hearing and declaring the hearing record closed, the mayor and council shall announce its decision within fifteen (15) days of the close of the hearing record. Under extraordinary circumstances, this time limit may be extended by majority vote of the council.
 - d. The mayor and council may approve, approve with modifications, or deny the requested traffic calming installation. THE MAYOR AND COUNCIL MAY ALSO REQUEST A TECHNICAL STUDY PROVIDED BY THE DIRECTOR OF PUBLIC WORKS COMMENTING ON ANY HILL, CURVE OR STREET CONDITIONS OF CONCERN IN THE PLACEMENT OF THE DESIRED TRAFFIC CALMING.
 - e. The town clerk shall notify the petitioners, and their neighborhood or civic association of the mayor and council's decision, which shall also be published in the Cheverly Newsletter.
- (2) *Guidelines for evaluating public hearing.* The following criteria are intended to guide the mayor and council in determining whether a request for speed hump action is reasonable and justified. These shall not be considered exclusive criteria:
- a. The street proposed for a traffic calming installation has an identified speeding problem which cannot be alleviated in any other reasonable way than by a speed hump installation. Such a problem can be identified through a combination of resident complaints, police radar surveillance and ticketing practices, accident statistics, or history of previous efforts to control speeding on the street.
 - b. The street carries a higher volume of nonresidential traffic than would normally be expected.
 - c. The street has not been identified and is not used by the fire departments serving Cheverly as the primary fire and rescue route into Cheverly.
 - d. The installation of traffic calming be assessed for their potential impact on public transportation.
 - e. The potential impact of speed humps on adjacent neighborhoods be assessed.
 - f. [~~A~~] IF DIRECTED BY THE MAYOR AND COUNCIL, THE technical study provided by the director of public works commenting on any hill, curve or street conditions of concern in the placement of the desired traffic calming will be assessed.
 - G. RECOMMENDATIONS OF THE TRAFFIC ENGINEER, WHO SHALL MEET WITH THE RESIDENTS OF THE STREET OR BLOCK SUBJECT TO THE PETITION.

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity

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shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect 30 days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published at least once in a newspaper having general circulation in the Town, and in the period between its passage and the effective date, and a complete copy of the ordinance shall be available for public inspection at the office of the Town Clerk during the aforesaid period.

INTRODUCED by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on February 10, 2022.

ADOPTED by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on _____, 2022.

Kayce Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

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