

**TOWN OF COLMAR MANOR
GENERAL SESSION
TUESDAY, JULY 10, 2012
7:00 P.M.**

CALL TO ORDER:

Mayor Michael E. Hale called for a motion to bring the General Session to order at 7:05 p.m.

Motion made by Council Member Blue to call the meeting to order. Seconded by Council Member Jackson. The motion was passed with a vote of 5-0.

Mayor Michael E. Hale called for a motion to approve the Agenda as submitted.

Motion made by Council Member Jackson to approve the Agenda as submitted. Seconded by Council Member Blue. The motion was passed with a vote of 5-0.

PRESENT AT THIS MEETING:

Michael E. Hale	Mayor
Lois Ann Blue	Council Member – Ward 1
Cynthia Bowden	Council Member – Ward 2
Vivian Jackson	Council Member – Ward 3
Doreatha Epps	Council Member – Ward 4
Daniel Baden	Clerk-Treasurer
Brian Gibson	Chief of Police
John Barr	Town Attorney
Tracy Stone	Media Coordinator
Citizens	

MOMENT OF SILENCE

Mayor Hale called for a Moment of Silence in remembrance of Ms. Phyllis Phillips who recently passed and everyone who suffered during the recent storms.

SPECIAL SPEAKER – LEGAL SHIELD

Patrick Kwankam, a representative from the organization Legal Shield, gave information about the legal system and how his company can assist individuals with their legal issues.

Mr. Kwankam stated that his company helps people to have access to lawyers for low fees starting at \$17 a month.

POLICE REPORT

Brain Gibson, Chief of Police gave an overview of the June 2012 Police Report. (See attached).

Chief Gibson discussed a police issue which happened at the Shoppers Food Warehouse in which two town officers were injured.

Mayor Hale reported that there were only three officers in the town and the Chief was in the process of hiring new part-time officers.

ADD WORK SESSION TO MONTHLY MEETINGS

Dan Baden referred this item to the Town Council to speak on.

Council Member Blue stated that she would like to make a motion to reinstate the town's monthly Work Session meetings. In the past, the town had a Worksession on the first Tuesday of the month and a Town Meeting on the second Tuesday of each month.

Mayor Hale asked why she felt it was necessary to have two meetings per month.

Council Member Blue stated that the Worksession meetings would not have to be long and, if there were not topics to discuss, the meeting could be cancelled.

Discussion

Council Member Jackson stated that the Work Session meetings will allow all of the Council to have a better understanding of the items on the Agenda before the General Session meeting. The new Council Members are still in the learning phase of their tenure on the Town Council. All items could be discussed and questions answered before the Town Meeting when motions would be made and approved.

Mayor Hale asked if the meetings would be open to the public and Council Member Blue said they would.

Daniel Baden, Clerk-Treasurer stated that, in previous years, the town held a Work Session in the Council Chambers and the meetings were not televised. The actual Town meetings were televised. Both meetings would be recorded and minutes would be prepared as permanent records of the town.

John Barr, Town Attorney gave more information on Work Session meetings. He stated that these meetings could be compared to having a Committee Meeting where items on the Agenda are discussed in detail as well as Administrative issues. Resolutions or items that required the Council's votes would be acted upon at the Town Meeting.

Council Member Blue suggested adding a Mayor's Report and Council Ward Reports to the General Session agenda.

Motion made by Council Member Blue to have a Work Session on the first Tuesday of each month at 7pm in the Council Chambers that is not televised. A Town Meeting will be held the second Tuesday of each month at 7pm and will be televised. The Work Session meetings are to

take effect in September 2012. Seconded by Council Member Jackson. The motion was passed with a vote of 5-0.

RAIN GARDEN LOCATIONS

Mayor Michael E. Hale stated that the town has received the opportunity to develop a Rain Garden sponsored by the Low Impact Development Center. Currently, there is a Rain Garden in the town located by the IHOP Restaurant.

Mayor Hale is reluctant to refurbish IHOP site because it has not been maintained in the past. He suggested the property located at 40th Avenue and Newark Roads by the town's bulletin board to be used to develop a Rain Garden.

Mayor Michael E. Hale called for a motion to develop a Rain Garden at 40th Avenue and Newark Road.

Council Member Blue asked if the maintenance of the Rain Garden would be included in the development of the Rain Garden. Maintenance would be included as well as training for the town's Public Works as to how to maintain the garden in order to assume the maintenance.

Motion made by Council Member Blue to approve a Rain Garden at 40th Avenue and Newark Road. Seconded by Council Member Epps. The motion was passed with a vote of 5-0.

ENGINEERING PROPOSAL – GYMNASIUM REVIEW & APPROVAL

Daniel Baden, Clerk-Treasurer presented the Council with proposals from three engineering firms to be used to analyze the gym floor water level conditions. They will ascertain if there are any additional issues that need to be addressed before re-installing the gym floor.

Mr. Baden gave the qualifications for the companies as having expertise in architectural and structural forensics. Two of the companies are considered the most prominent firms in the country that do this type of work.

Mr. Baden gave overview of Wiss, Janney, Eistner Associates (W.J.E) Simpson Gumpertz & Heger, Inc. (S.G.H) and ECS Mid-Atlantic, LLC proposals. (See attached.)

Dan Baden met with WJE and ECS at the building and informed them of the series of events that occurred with the flooring. SGH was verbally told the events and they did not feel that they needed to see the building.

The scope of the work to be completed was broken down on the spread sheet under six items with the cost of each item from the proposals. (See attached) Mr. Baden discussed each item individually and the costs from each company's proposals.

Mr. Baden suggested WJE as the company the town should consider to complete the work on

the gymnasium floor. It will take approximately three months for the whole process to be completed including installing the new floor.

Council Member Epps asked about warranties. Dan Baden said there would be no warranties because they would not be doing work. They would just be giving recommendations as to the work that needed to be completed.

Mayor Michael E. Hale called for a motion to accept the proposal from WJE.

Motion made by Council Member Jackson to accept proposal from Wiss, Janney, Eistner Associates (W.J.E, Associates) for \$14,000 and to authorize the Clerk-Treasurer to sign proposal in substantially the same form as presented. Seconded by Council Member Blue. Motion was passed with a vote of 5-0.

Motion made by Council Member Blue to transfer \$14,000 from Unreserved Funds to “Water Damage Community Center” to pay engineering cost associated with the Wiss, Janney, Eistner Associates (W.J.E) proposal. Motion passed with a vote of 5-0.

COMMITTEE REPORTS

Senior Reports – Mr. Mutchler stated that the next Senior Meeting will be held on July 18, 2012. Seniors will be having a special luncheon at a restaurant (to be determined) on August 15, 2012. Mr. Mutchler stated that longtime resident and Senior Club member Ms. Philips had passed.

Discussion

Mayor Michael E. Hale stated that this year at the MML Convention in Ocean City the town received its second Banner City Award.

Recreational Report – Council Member Blue stated that the Summer Playground Program sponsored by M-NCPPC will be at the town hall for the summer. Programs are for children ages 6-12 years old.

Neighborhood Watch – The next Neighborhood Watch meeting will be held on Thursday, July 26th at 7pm at the Police Department building.

National Night Out will be held on Tuesday, August 7, 2012 at the Burger King Lot. Chief Gibson gave an update on the planned activities.

Council Member Jackson suggested that Council Members purchase a book bag full of supplies as giveaway prizes.

ATHA – No report given.

PGCMA – Council Member Epps stated that the last meeting was held on June 27, 2012 at the MML Convention at a Breakfast Meeting. Rushern Baker was the guest speaker.

The new PGCMA President is Denise Mitchell of College Park. The next meeting will be held on July 19, 2012.

Port Towns Health Partnership- Mayor Hale said he had a meeting with all of the Port Towns Mayors to discuss how to keep this partnership sustainable in order to maintain the receipt of grant funds.

PTCDC- Council Member Jackson stated the next meeting will be held July 24, 2012. There was not meeting in June due to the MML Convention.

CITIZENS COMMENTS

Julia Rogers thanked Council Member Epps for showing concern by calling Ward 4 residents after the storms.

Ms. Rogers stated that she felt that she was disrespected by a comment given by Mr. Barr at a previous meeting. Mr. Barr apologized for the incident.

Connie McClain thanked the Mayor and Police Chief for checking on the residents during and after the storm. Ms. McClain asked if the town had an outreach program to keep in touch with residents after disasters, especially for people without computer access. Mayor Michael E. Hale suggested having a phone tree for each Ward.

Ms. McMichael's stated that donated food received from by town by from Shabach Church was outdated. Apologies were made. The town was not aware of the outdated items.

ADJOURNMENT

Mayor Michael E. Hale called for a motion to adjourn the meeting at 8:10 p.m.

Motion made by Council Blue to adjourn.