

**TOWN OF COLMAR MANOR  
TOWN MEETING  
TUESDAY, June 11, 2013  
7:00 P.M.**

**CALL TO ORDER:**

Mayor Michael E. Hale asked for a motion to call the Town Meeting order at 7:22 p.m.

**Motion** made by Council Member Jackson to call the Town Meeting to order.  
Seconded by Council Member Blue.

**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
John Barr,	Town Attorney
Tracy Stone	Media Coordinator
Citizens	

**PLEDGE OF ALLEGIANCE/MOMENTS OF SILENCE**

Completed during the Budget Hearing.

**NOTICE OF ZONING HEARING – 3404 40<sup>TH</sup> AVENUE  
EDY NAJERAS & ESMERALDA CICILIANO**

Resident stated that he asked someone in the town if he needed a permit to replace his driveway and was told that he didn't. He proceeded to build a new replacement driveway on his property. Upon completion of the driveway, the Town Code Inspector informed him that he needed a permit to build the driveway.

Mr. Barr, Town Attorney, clarified his actions. He proceeded to describe the rules from the county regarding replacing driveways in the town and past history of this ruling.

Mayor Michael E. Hale called for a motion to approve Mr. Najeras driveway.

Mayor and Council voted 5-0 to approve driveway on property located at 3404 40<sup>th</sup> Avenue. A letter will be sent to the Board of Appeals of the Council's decision.

**APPROVAL OF MINUTES**  
**May 7, 2013, Work Session**  
**May 14, 2013, Town Meeting**

Mayor Michael E. Hale called for a motion to approve the above minutes.

**Motion** made by Council Member Blue to approve May 7, 2013 and May 14, 2013 minutes. Seconded by Council Member Jackson. The motion was passed with a vote of 5-0.

**MAYOR'S REPORT**

Mayor Michael E. Hale stated that the Port Towns Mayors are moving forward with Port Towns Day this year without the help of the PTCDC. Mayor Hale also stated that the town will be combining Kids in the Park Day with Colmar Manor Day this year.

**COUNCIL WARD REPORTS**

- **Ward 1** – Council Member Blue stated that there is still a concern with cars speeding in town and children playing the street. She congratulated all graduates.
- **Ward 2** – No report given.
- **Ward 3** – Council Member Jackson stated that the grass behind Lawrence Street has been cut by Park & Planning. She would like to see the grass cut back a few more feet from the homes.

Ms. Jackson thanked all who help make the Ward 3 & 4 Block Park a success.

- **Ward 4** – Council Member Epps reiterated Council Member Jackson's comments regarding the Ward 3 & 4 Block Party and thanked the Public Works staff for their help.

**POLICE REPORT**

Chief Brian Gibson gave an overview of the April Police Report (See attached).

Council Member Blue asked about the 311 Non-Emergency Number. This is not an anonymous caller phone number. Chief Gibson gave a description of this number.

She clarified that Ice Cream truck vendors have permits.

The county's noise Ordinance dictates that 9:00 p.m. is the cut-off time for loud parties.

## TREASURER'S REPORT

Daniel Baden, Clerk-Treasure gave an overview of the May 2013 Treasurers Report (See attached).

Council Member Jackson questioned if the invoice for the moon bounce used at the Ward 3 & 4 Block Party could be taken from Line Item titled "Special Events".

Dan Baden, Clerk-Treasurer said this Line Item was budgeted for an Employee Appreciation Event. Nothing has been planned as of this date. Because the budget year was expiring, it would be possible to pay for the moon bounce out of these funds with the Council's approval.

Mayor Michael E. Hale called for a motion to approve having \$275 from the Special Events Line Item.

**Motion** made by Council Member Jackson to use \$275 from "Special Events" line item for the moon bounce cost for Ward 3 & 4 Block Party. Seconded by Council Member Epps. The motion was passed with a vote of 4-0-1. Council Member Blue abstained.

The Treasurers Report was approved with a vote of 5-0.

## UNFINISHED BUSINESS

### **Adoption Ordinance O-1-2013 Annual Budget & Annual Tax Levy**

Dan Baden, Clerk-Treasurer stated that Ordinance O-1-2013 Annual Budget and Tax Levy was discussed in the Budget Hearing and needed to be adopted by the Council. The Annual Budget and Tax Levy will be in effect as of July 1, 2013.

**Motion** made by Council Member Blue to adopt Ordinance O-1-2013. Seconded by Council Member Jackson. Motion was passed with a vote of 5-0.

## NEW BUSINESS

### **Budget Transfers FY2013**

Daniel Baden, Clerk-Treasurer gave overview of the necessary budget transfers for the year 2013 (see attached).

Mayor Michael E. Hale called for a motion to approve the budget transfers.

**Motion** made by Council Member Blue to approve budget transfers as reflected in the May 29, 2013 memo from Clerk-Treasurer to include adjustment of the Special Event Line Item to include the \$275 expenditure for the Ward 3 & 4 Block Party. Seconded by Council Member Epps. The motion was passed with a vote of 5-0.

## **NEW ITEM – MOU COMMUNITY GARDEN GRANT FUNDING**

John Barr Town Attorney asked for approval for an MOU with the Town of Cottage City to distribute grant funding to be received from the PTCHP for the Colmar Manor and Cottage City Community Gardens.

Monies will come to Colmar Manor and Colmar Manor's Clerk-Treasurer will approve of how it will be disbursed.

Mayor Hale reported that a meeting is being scheduled with David Harrington, PTCHP regarding funding distribution.

Mayor Michael E. Hale called for a motion for the Clerk-Treasurer to accept the MOU between Cottage City and Colmar Manor regarding the Community Gardens. .

**Motion** made by Council Member Blue to authorize Clerk-Treasurer to execute the MOU with Cottage City regarding the Garden Club and for the Clerk-Treasurer to administer disbursement of the funds as he sees fit. Seconded by Council Member Jackson. Motion was passed with a vote of 5-0.

## **COMMITTEE REPORTS**

- **SENIOR REPORT** – Connie McClain stated that the Senior Club went to Rod and Reel for a buffet lunch and bingo.
- **RECREATIONAL REPORT** – Council Member Blue stated that the M-NCPPC Summer Camp will be held at the Town Hall and will held from June 24<sup>th</sup> - August 28<sup>th</sup> , 9:00 a.m. to 3:00 p.m., Mondays – Fridays. Registration can be completed at a Park & Planning facility.
- **NEIGHBORHOOD WATCH** – Council Member Blue stated the next Neighborhood Watch meeting and Coffee Club Meeting will be June 18<sup>th</sup> at 7pm at the Police Dept.
- **ATHA** – No report given.
- **GARDEN CLUB** – Council Member Jackson stated that the next Garden Club meeting with be June 15<sup>th</sup> at 10am at the Community Garden.

There is a water tank at the garden and the town is working on a fence for the garden.

There are no fees for the garden beds.

- **PGCMA REPORT** – No report given.

- **PORT TOWNS HEALTH PARTNERSHIP-** No report given.
- **PTCDC** – Council Member Jackson stated that the PTCDC is working on submission of the Community Legacy Grant for the towns and partners.

## **CITIZENS COMMENTS**

Carrie Biggs Adams - 3909 Lawrence Street - gave overview of Community Garden. She has tomato plants available for adoption.

Connie McClain – 39<sup>th</sup> Place – questioned whether larger recycling bins could be distributed to residents in town. The cost of the larger bins is \$25,000. Grant funding can be researched to purchase these bins.

Ms. McClain also inquired why the town’s crime statistics are not listed in the Gazette.

Ms. Paxton – 39<sup>th</sup> Place – questioned how often street cleaning done in the town. Her concern is after the trash pick-up is scheduled debris is left in the streets. Mayor Hale responded that maintenance goes behind the trash trucks and picks up any discarded items.

She said that her calls to the town office were not being returned regarding having someone cut her grass.

## **ADJOURNMENT**

Mayor Michael E. Hale called for a motion to adjourn the meeting.

**Motion** made by Council Member Jackson to adjourn the Town Meeting.