

**TOWN OF COLMAR MANOR
WORK SESSION
MONDAY, FEBRUARY 3, 2014
7:00 P.M.**

CALL TO ORDER:

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

Motion made by Council Member Jackson to call the Work Session to order.

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
Tracy Stone	Media Coordinator
Daniel Baden	Clerk-Treasurer
John Barr	Town Attorney (Absent)

GRACIELLA CARBONELL MEMORIAL

Daniel Baden, Clerk-Treasurer gave overview of a possible fundraising event for the family of town resident Graciella Carbonell who passed away last week. (See attached flyers that were distributed.) Discussion was held on donations and alcohol being sold at this event.

Dan Baden stated the question for the Council was if they wanted to allow the usage of the Hall for the event for Graciella Garbonell and if they would authorize police coverage at no charge if the Council allowed alcohol to be served/sold.

Item was tabled. A representative of the committee from the City of Mount Rainier was not present for discussion.

SPONSORSHIP DONATION BATTLE OF BLADENSBURG

Daniel Baden, Clerk-Treasurer reported that ATHA would like for the town to donate \$2,500 to ATHA in support of the 200th Anniversary of the Battle of Bladensburg - War of 1812 event. ATHA has received other funds from the state and county as well as in-kind services and donations from businesses.

Mayor Michael E. Hale called for a motion to approve the donation to ATHA.

Motion made by Council Member Jackson to donate \$2,500 to ATHA in support of the Battle of Bladensburg - War of 1812 Event. Seconded by Council Member Epps. Motion was passed with a vote of 5-0.

Motion made by Council Member Epps to transfer \$2,500 from Unreserved Funds to the ATHA Line Item. Seconded by Council Member Jackson. Motion was passed with a vote of 5-0.

SALE OF SALT SPREADER

Daniel Baden, Clerk-Treasurer stated that an employee would like to purchase the town's old salt spreader for a cost of \$800. Original cost several years ago was about \$2,200.

Mayor Michael E. Hale called for a motion to approve the surplus and sale of the old salt spreader.

Motion made by Council Member Jackson to surplus the salt spreader and sell it for \$800. Seconded by Council Member Bowden. Motion was passed with a vote of 5-0.

AUDITORIUM LIGHTS UPDATE

Daniel Baden, Clerk-Treasurer explained that a dimmer switch was to be installed on the auditorium lights allowing them to graduate from full brightness, dim lights, or completely off. Mr. Baden stated that the electricians were able to make the lights dim but do not turn completely off without major adjustments. He asked the Council if that was acceptable.

It was the consensus of the Council to leave the lights dimmed and not have them completely off.

FLEA MARKET

Discussion held on having a Flea Market in town. The follow was discussed:

- Location - Burger King
- Hours – 7:00 a.m. to 2:00 p.m.
- Merchants (in business), truck vendors need Peddlers License from town
- Peddlers license is for one year and will also need rental space fee for each Flea Market
- All spaces need to be marked and rented at a cost. Space locations for truck vendors need to be identified
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- Rental of tables and chairs (involves set-up and clean-up and transportation of equipment
- No rental fees to be taken on day of Flea Market – all rentals to be paid one week in advance
- Proceeds of rentals to deposited to the General Funds. Council can appropriate to

Recreation Council or Community Garden

- A working list of tasks will be developed for the staff
- Discussed farmer markets, food vendors, ice cream vendors
- First event will be April 12th.
- Need Police presence for protection

Dan Baden asked if a Town employee would be expected to work that day – to transport tables and chairs and clean-up. Tables and chairs are to be loaded on truck and delivered by Flea Market committee.

Further research is to be done by Council Members Epps and Jackson.

CDL TRAINING

Council Member Epps stated that the issue was not CDL Training it was that Jerome Porter, Public Works needed his DOT card renewed. Jerome told Ms. Epps that the town had paid for his DOT card a few years ago and that it had expired. Dan Baden questioned why he needed the card because he did not drive any vehicles that he needed a DOT card to operate. Daniel Baden, Clerk-Treasurer will follow up on this issue.

COUNCIL OFFICE

Council Member Epps requested two computers and a printer to be placed in the spare office for the Council's usage instead of utilizing the computers in the Administrative Office.

Council Member Blue questioned moving the Receptionist Computer to the spare office. Dan Baden replied that the computer was currently in use while another was out for repair and he felt that there was a need to always have a spare computer in the Administrative Office.

Dan Baden, Clerk-Treasurer suggested one computer for the spare room and if two are present simultaneously one person can use the Receptionist's computer and the other person can use the computer in the spare office.

It was the consensus of the Council to purchase one computer and printer for the Council's usage in the spare office next to the Public Works office.

SENIOR SUPPORT

Council Member Epps questioned if the town can have a warming center. Chief Gibson said there were issues with this endeavor of staffing and equipment. Red Cross typically helps individuals in need during challenging times.

This issue is to be investigated further.

TREADMILLS

Chief Gibson reported that the Police Department had applied for two treadmills from Federal Government Property free of charge.

ADJOURNMENT

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

Motion made by Council Blue to adjourn the Work Session at 8:12 p.m. Seconded by Council Member Jackson.