

**TOWN OF COLMAR MANOR
WORK SESSION
TUESDAY, JANUARY 6, 2015
7:00 P.M.**

CALL TO ORDER:

Motion made by Council Member Epps to call the Work Session meeting to order at 7:08pm. Seconded by Council Member Blue. Motion was passed unanimously.

Motion made by Council Member Blue to excuse Council Member Bowden from the Work Session meeting. Seconded by Council Member Jackson. The motion was passed with a vote of 4-0. Council Member Bowden was absent.

PRESENT AT THIS MEETING:

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

NEW RECYCLING CONTAINERS UPDATE

Due to some confusion regarding the new recycle bins, another notice is going out to residents saying what can be recycled and what containers should be used. The new notice will go out January 13, 2014 during the regular Bates pickups.

Discussion was held on time to call in for bulk trash pickup. There was confusion as to what was understood during meeting with Bates and what is currently occurring.

COOKING CLASS

Mayor Barrow stated that the town needs to either go through Eco City Farms or directly with a chef to schedule Cooking Classes. She stated that Kaiser wants us to work with non-profits to provide services to community. Mayor Barrow will talk to Margaret Morgan Hubbard to clarify who the chef from Eco City Farms will be.

Reggie Bagley, Cottage City, arrived at the meeting and said that the chef would be

Minutes – Work Session
January 6, 2015 7pm
TRANSCRIBER Kayla T. Cooper

Christian and Eco City Farms wants Colmar Manor to go through them for the payment of the chef.

Reggie discussed the breakdown of the cost of the classes and Margaret's concerns.

PTCHP APPLICATION

Reggie Bagley stated that everything is done except for the budget. One proposal will be submitted for all of the Port Towns and partners. The mini grants are capped at \$15,000 or \$5,000 per town (Colmar Manor, Cottage City and Edmonston). This will be for three new gardens and a monthly cooking class.

Further discussion was held regarding the gardens, cooking classes and trips to ECO City Farms and gardens.

WELCOME PACKAGE - MAGNETS

Mayor Barrow gave overview of welcome packages. Magnets and pens will be included in welcome packages. A sample of the magnet was distributed. Council suggested putting the phone number 311 on the magnet. It was the consensus of the Council to not to put on 311 on the magnets but to include it on the handout in the welcome package with other general information regarding the town.

NEWSLETTER ADVERTISEMENT – COLMAR MANOR BIBLE CHURCH

Tracy Stone stated that the Colmar Manor Bible Church would like to advertise in the next newsletter. The concern was the religious nature of their advertisement.

It was the consensus of the Council to consult with the Town Attorney and develop a policy before allowing advertisements in the newsletter and on the community channel.

ARTISTIC EMPOWERMENT CENTER P.A.C. 2015

Mayor Barrow stated that a page was missing for their last report. The Council reviewed report and had no comment.

SHOPPING CENTER LIGHTING

Mayor Barrow stated that there are no lights at the Bank of America ATM. The new Sector Plan does not allow backlighting for signs, only down lighting is allowed. M-NCCPC has denied the shopping center's request due to the Sector Plan.

Rufus Lusk will get his attorney Larry Taub who is the attorney for the shopping center

Minutes – Work Session
January 6, 2015 7pm
TRANSCRIBER Kayla T. Cooper

involved. Mr. Taub said that the Town/ Municipality should put in a request for the lighting.

Motion made by Council Member Blue to have John Barr, Town Attorney contact Larry Taub, Attorney for the Shopping Center to see what town needs to do to have the provision waived. If this is to cost above his retainer, than Mr. Barr needs to make Mayor and Council aware of this. Seconded by Council Member Epps. Motion was passed with a vote of 4-0. Council Member Bowden was absent.

HALL RENTAL WATCHMAN FEE PROCESS

Discussion was held on hall rental watchman rates. Mayor Barrow would like to for all employees to be paid evenly while watching a rental. It was determined that the staff would be paid \$150 for a four hour rental for which they will work six hours. Rates for police will be different but all police will receive the same rate of hourly pay for rentals. See attached list.

Motion made by Council Member Blue to approve new watchman rates per attached list. Seconded by Council Member Epps. The motion was passed with a vote of 4-0. Council Member Bowden was absent.

HALL RENTAL COUNCIL PROCEDURES

Council Member Blue stated that she wanted to do hall rentals. It was suggested that Council Member Blue discuss this option of additional compensation with town attorney and revisit if necessary at a future meeting.

Discussion was held regarding brochures to advertise rentals for the building.

UPDATE ON BLACK HISTORY MONTH

Council Member Epps gave update of who will be attending the program and the schedule of events. Funds for the program are to be paid out of the Recreation budget. The next meeting will be held on January 12, 2015 at 7pm.

ENTREPRENEUR RESOURCE CENTER

Mayor Barrow gave update of keeping the building located at 3611 43rd Avenue as an entrepreneurship facility. She has been working with Mr. Proctor, the town's lobbyist, on this project. Mayor Barrow has shown the building to several potential clients.

This will take time and money. Mayor will arrange a meeting with Mr. Brownlee to discuss specifics and finances of staying in building. It is anticipated that we would need

Minutes – Work Session
January 6, 2015 7pm
TRANSCRIBER Kayla T. Cooper

an additional \$2,500 in this year's budget to cover cost.

The Councilmembers expressed their concerns of getting out of building in its entirety with no future costs which is what the residents were told. Having entrepreneurs in the building would require painting and new carpets which would be an additional cost to the town.

The Mayor will schedule meeting with Mr. Proctor and Mr. Brownlee and see if they will sponsor the entrepreneur's center. In meantime, we will move out of building entirely.

A motion will be made at the next town meeting to authorize a contract for the moving of the fitness equipment.

TRANSFER OF FUNDS FOR RELOCATION COSTS

Motion made by Council Member Jackson to transfer \$7,500 to Relocation Cost with \$1,700 coming from Lease Payment and \$5,800 from Unreserved Funds. Seconded by Council Member Blue. The motion was passed with a vote of 4-0. Council Member Bowden was absent.

COMMUNITY ENGAGEMENT STRATEGIES

Item tabled until next Work Session.

PLANS FOR COMMUNITY CLEAN-UP

Item tabled until next Work Session.

PLANS FOR APPRECIATION EVENT

Item tabled until next Work Session.

CLOSED SESSION

Motion made by Council Member Jackson to go into Closed Session to discuss personnel matters. Seconded by Council Member Epps. The motion was approved with a vote of 4-0. Council Member Bowden was absent.

OPEN SESSION

Motion made by Council Member Jackson to reconvene to Open Session. Seconded by Council Member Epps. The motion was approved with a vote of 4-0. Council Member Bowden was absent.

Minutes – Work Session
January 6, 2015 7pm
TRANSCRIBER Kayla T. Cooper

Motion made by Council Member Epps to approve the employee pay increases as shown on the schedule submitted by the Clerk-Treasurer dated 1/6/2015. Seconded by Council Member Blue. The motion was approved with a vote of 4-0. Council Member Bowden was absent.

ADJOURNMENT

Motion made by Council Member Blue to adjourn the town meeting at 12:30 a.m. Seconded by Council Member Jackson. The motion was approved with a vote of 4-0. Council Member Bowden was absent.