



Town of Berwyn Heights

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MAYOR

Amanda M. Dewey

COUNCIL MEMBERS

Jodie A. Kulpa-Eddy (Mayor Pro Tem)

Christopher S. Brittan Powell

Jason W. Papanikolas

Ethan D. Sweep

Town Meeting Minutes March 9, 2022| 7:00 p.m. Council Chambers

Call to Order

Mayor Dewey called the Town Meeting to order at 7PM. Present were Mayor Amanda Dewey, Mayor Pro Tempore Jodie Kulpa-Eddy, Councilmember Jason Papanikolas, and Councilmember Chris Brittan-Powell. Councilmember Ethan Sweep joined the meeting virtually. Also present were Town Manager Laura Allen and Town Clerk Melanie Friesen. Several residents were present for the meeting as well.

Pledge of Allegiance

1. Announcements

Mayor Dewey opened the meeting with the announcement that the County Covid Emergency Declaration has expired. The Town's emergency order was tied to the County's emergency declaration and so the Town's emergency order has also expired. She asked for a moment of silence to remember all those in Town and the surrounding areas that have been lost due to COVID-19.

- **Mayors' Monarch Pledge**

Mayor Dewey read the Mayors' Monarch Pledge and declared March 9, 2022, Mayors' Monarch Pledge Day to support pollinators.

2. Approval of Agenda

MPT Kulpa-Eddy moved to approve the agenda. CM Brittan-Powell seconded. After no discussion, the motion passed unanimously.

3. Consent

MPT Kulpa-Eddy asked a question about a missing attachment to the February 7, 2022 minutes. When the attachment was included during the meeting, MPT Kulpa-Eddy moved to approve the consent agenda. CM Papanikolas seconded. After no discussion, the motion passed unanimously.

4. Mayor and Council Reports

Mayor Dewey shared that the Green Team will be meeting the next day. She shared that the ivy removal demonstration will likely be rescheduled to the following weekend due to predicted bad weather. She encouraged residents to get involved with Berwyn Heights Day planning as they are able. She shared about the upcoming Prince George's County Municipal Association meeting on Thursday, March 17. She also shared about the MML Legislative Priorities Committee and that they are closely following the Highway User Revenue bill. She shared that TM Allen represented the Town at the hearing in Annapolis. She mentioned applications for the Summer Youth Enrichment Program for County youth ages 14-22, are due by the end of the

month. She shared that if residents have an after-hours non-emergency (such as a noise violation) that they would like to have a Berwyn Heights Police Officer respond to, they need to call the Prince George's County non-emergency number and request a BHPD officer be dispatched. The non-emergency number is (301) 352-1200. She also reminded everyone of the time change coming up over the weekend.

MPT Kulpa-Eddy stated that masks are still required on public transportation and in PGCPs schools. She shared that County CM Glaros is having a resource fair and Town Hall on Monday, March 21 at Solid Rock Church on Good Luck road. It will be held in a hybrid format, so that people can attend either in person or virtually. She reported applications are being accepted for the student member for the Prince George's County School Board. The position is open to current Sophomores and Juniors. She shared about the TAG program lottery closing on March 23rd. More information on both of these items can be found at www.PGCPs.org. She gave an update on the Paint Branch Golf Course and how it will be evaluated for improvements. Residents can sign up to be a part of that discussion on Tuesday March 15 by registering at pgparks.com/rsvp.

CM Papanikolas shared that this is the third month in a row where there have been no permit violations. He reviewed external property violation protocols and how Code will work with residents to help resolve these issues. He reviewed that violations of imminent threat have 24 hours to be resolved, and that hazardous conditions should be generally addressed within 7 days. He shared about the recent issue with chickens in town and how Code Compliance worked to get it resolved.

CM Brittan-Powell shared that Administration has been working on ARPA funding on top of the annual budget process and the daily work of the Town.

CM Sweep shared that March has no major holidays or changes to the trash schedule, and that yard waste can be collected in bags or a yard waste bin on your regular trash day, either Monday or Tuesday. He shared that the timer on the flashing light near the school has been repaired. CM Brittan-Powell asked about Town beautification. CM Sweep shared that there are plans in place and projects have already begun.

5. Committee Reports

- a. Education Advisory Committee: MPT Kulpa-Eddy shared that their next meeting will be March 28 at 7PM and it will be a hybrid meeting (in-person and virtual). They will be reviewing second round of applications for the Educational Grant, as well as addressing impact of potential school boundary changes for Berwyn Heights Elementary School. In addition, they are looking for creative ideas to celebrate education on Berwyn Heights Day.
- b. Green Team: Mayor Dewey shared that the Green Team has been planning for the ivy clean-up event, which while still scheduled for the 12th will likely be rescheduled to March 19th. Residents will be able to get help on their own property as well. She also shared that Senator Pinksy stated the Sustainable Maryland funding bill had been passed through committee. She also touched on the Route 1 Green Team summit. MPT Kulpa-Eddy mentioned during the February meeting they discussed Berwyn Heights Day activities, including a pollinator event and making seed bombs. The Community Garden plots are first come/first served while they last and garden members shared praise for Public Works and their help delivering the compost.
- c. Historical Committee: Ms. Debby Steele-Snyder reported the committee's next meeting will be on March 23rd, in person, at 7:30 pm in the G. Love room. They will be putting together plans for Berwyn Heights Day, including participating in the parade. They will have a display and will have wine glasses for sale for \$7. They are continuing to expand the historical houses walking tour and are working on a brochure for historical preservation grants.
- d. Neighborhood Watch/ Emergency Preparedness: Mayor Dewey shared the committee last

met a week ago, virtually. Much of the time was spent meeting with the Police Department, as well as working on the design for the decal for the trailer. The Committee is always looking for new members and discussed digitally recruiting new members. They also discussed the bank account in light of the discussion with the auditor. MPT Kulpa-Eddy added they reviewed activities for Berwyn Heights Day as well as an in-person event for National Night Out in August.

- e. Recreation Council: Ms. Susan Jones shared that on Saturday, March 12 at 5PM in the Senior Center there will be a potluck party, held jointly with the Senior's Club. On April 9, there will be a regifting party for adults only. Location will be dependent on the weather. At Berwyn Heights Day this year the pancake breakfast will be free, served by Town Council and cooked by CM Brittan-Powell. The Fun Run will start at 8:30AM. The Senior's Club Bake Sale will be indoors. Craft sales and other vendors will be available from 11-4 with a parade at noon. There will be music. If you'd like to be in the parade or participate, contact Susan Jones. The next meeting will be April 5 at 7PM in the Love Room.

6. Old Business

- a. ARPA project approval: Mayor Dewey reviewed the history of how we got where we are now. Some of the projects are being allocated for FY 22, with additional funds proposed for FY 23. She also reviewed the list of the projects that are being prioritized and are outlined in the packet including emergency assistance to residents and support for local nonprofits, providing educational growth through grant support, reducing flooding/stormwater with a stormwater engineering analysis, and support for Employee Health and Safety. TM Allen clarified that what Council is approving in this session are the projects, not the budget allocation to those projects. MPT Kulpa-Eddy expressed thanks for the reworked spreadsheet. CM Brittan-Powell stated that the projects are still open to community input. Mayor Dewey agreed, stating she hopes residents will give support by talking to the non-profits that they work with and to their neighbors who need support. CM Brittan-Powell expressed that some residents are stating the funds are being spent frivolously. Mayor Dewey replied the Council has spent considerable time on this over the year, with it being addressed at almost every meeting. CM Sweep moved to approve the ARPA project list. CM Papanikolas seconded. During discussion, Mayor Dewey thanked everyone who has proved feedback. CM Papanikolas pointed out that this project list will be only about half a million dollars if everything is spent, leaving plenty of room for more projects. The motion carried unanimously.
- b. Resolution 3-2022 Council Rule 1 (One): There was an issue in TC Friesen receiving the corrected version of Council Rule 1. Mayor Dewey stated that she'd like to have the document available to everyone before voting on it. CM Papanikolas moved to table the resolution. MPT Kulpa-Eddy seconded. After no discussion the motion passed unanimously.
- c. Resolution 4-2022 Debt Policy: This revised debt policy updates the 2011 debt policy. Council had reviewed changes at the February 24th worksession. TM Allen explained that it is best practice to periodically review policies and this is the outcome of that review and the proposed changes by the Council. MPT Kulpa-Eddy moved to approve the Resolution 4-2022. CM Papanikolas seconded. During discussion it was confirmed that the Town is able to engage with other State Agencies to issue debt. The motion passed unanimously.
- d. Resolution 5-2022 Reserve Policy: Mayor Dewey reviewed that the Town did not have a formally adopted reserve policy. TM Allen stated that it is a key policy every municipality should have and encouraged the Council to adopt the policy. MPT Kulpa-Eddy moved to approve Resolution 5-2022. CM Sweep seconded. During discussion,

MPT Kulpa-Eddy asked about the word “other” in the section entitled “Use, Transfer, and Replenishment of Fund Balance”, suggesting that it was unnecessary. MPT Kulpa-Eddy moved to amend Resolution 5-2022 striking the word “other”. CM Brittan-Powell seconded. After no further discussion, the motion to amend the resolution passed unanimously. The motion to approve the amended resolution passed unanimously.

7. New Business

- a. Town Clerk exempt status: Mayor Dewey informed that previously the Town Clerk position was a part-time position and was exempt. She explained this has presented some challenges for the Town as the clerk position is now full-time, and the Town Clerk is currently required to flex hours during a specific time period to manage the work hours accordingly. It is proposed to make the position “non-exempt”. CM Brittan-Powell asked for clarification on the change. Mayor Dewey explained that the change would make the Clerk position eligible for overtime or compensatory leave. CM Brittan-Powell moved to change the status of the Town Clerk position to non-exempt. CM Papanikolas seconded. MPT Kulpa-Eddy asked for clarification, because her experience led her to understand that exempt employees could earn overtime. TM Allen explained that Town policies do not allow for overtime or compensatory leave to be earned by exempt employees. She further explained that the Council approves the job descriptions, and as the exempt/non-exempt status is part of the job description, any change requires Council approval. After no further discussion, the motion passed unanimously.
- b. Resolution 6-2022 401(k) Plan Closure: Mayor Dewey explained that in 1990 the Town established a 401K retirement plan that has not been contributed to since 2008 when the Town joined the State Retirement System. The Town did not take the steps at that time to close the plan. The proposal to close the plan has been run by the few employees still around from that time. TM Allen explained there are \$70,000 in forfeited assets that are still in the plan. This money has been re-programed into the budget to address inflation concerns and directly benefit employees. CM Papanikolas clarified that this is not employee money, but rather Town match money that was never disbursed. CM Sweep moved to approve Resolution 6-2022. CM Brittan-Powell seconded. CM Sweep thanked TM Allen for bringing this item to Council’s attention and for doing all the work surrounding the closure. After no further discussion, the motion passed unanimously.

8. Resident & Community Comments

Meg Miller expressed that she had concerns about the inflation issue for employees and that she is grateful to see the funds being used to ease some of those concerns. CM Papanikolas also expressed his concern about the impact of inflation on Town employees.

Adjournment

MPT Kulpa-Eddy moved to adjourn the meeting. CM Brittan-Powell seconded. After no discussion, the motion passed unanimously. The meeting adjourned at 8:11PM.