



Town of Capitol Heights

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**TOWN COUNCIL
PUBLIC SESSION MINUTES
October 12, 2021
7:00 PM**

| | | |
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| Meeting Purpose: Mayor and Town Council Work Session | | |
| Date: 10/12/2021 | Time: 7:01 PM | Room: Teleconference |
| Chair: Renita A. Cason, Mayor Pro Tem | | Scribe: Town Clerk – Robin Bailey-Walls |
| Call-in Number: (301) 715-8592 Meeting ID: 894 8925 1876 | | Password: 264883 |

P= present; E = Excused Absence T = present via teleconference; A= absence (not excused) R= Resident G = Guest

| Chair/Voting Members: | | | |
|-----------------------|--|--|---|
| T | Mayor Pro Tempore – Renita A. Cason | | Town Administrator – Beverly Habada T |
| T | Council Member Rhonda A. Akers | | Town Clerk – Robin Bailey-Walls T |
| T | Council Member Caroline Brown | | Chief of Police – Mark Cummings T |
| T | Council Member LaTonya Chew | | |
| T | Council Member Faith T. Ford | | |
| T | Council Member Elaine Williams | | |
| Guests/ Residents | | | |
| R | James Brown | | Ms. Monica Johnson R |
| R | Ms. Cleo | | Former CM Linda Monroe R |
| R | Melissa | | Elliott Reed R |

- I. Call to Order:** Mayor Pro Tem – Renita A. Cason
- II. Roll Call:** Robin Bailey-Walls, Acting Town Clerk
- III. Non-Denominational Prayer -**
- IV. Pledge of Allegiance - All**
- V. Approval of the Agenda – Council**
CM Williams Motioned to approve the agenda; Seconded by CM Ford – No objections
- VI. Approval of Meeting Minutes for Sept. 20, 2021 Work Session – Council**
Motioned by CM Ford to approve the minutes; Seconded by CM Williams; No Objections
- VII. Legislative Items – Resolution 2022- 02 - A Resolution Approving and Ratifying the Appointment of the Town Administrator and the Written Contract for the Town Administrator – CM Akers, CM Brown, CM Chew and CM Williams**
Motioned by CM Chew to go back to a Work Session; Revisions need to be made by the Town Attorney; Seconded by CM Brown; No Objections
- VIII. Public Comments – None**
- IX. Senior Management Report –**
 TA Habada report-
Staff requests for Legal services - Update



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- The Property Standards Supervisor had requested legal assistance regarding a construction company who has been consistently uncooperative on processing of a business license for their company. The company is located on Old Central Avenue. As a result of Town attorney's letter, the company has complied with providing a Use and Occupancy permit (that is the legal basis for their occupying their building space). This is an important success story for staff as they have worked for over a year to get compliance from this construction company.

Meetings Held

- Meetings with Councilmembers requested by TA re: their committee assignments and priorities; I have met with Councilmember Chew and a meeting with Councilmember Brown has been scheduled.

Chamber Avenue Green Street project

- A meeting was held on Sept. 27 to brief all CDBG grant recipients on documents required for submission during construction. This includes Town requests for reimbursements for construction costs (handled by Town staff), Davis Bacon wage certification and interviews with contractor's staff to confirm wage rates, quarterly reports on construction progress, Section 3 reports that identify the contractor and subcontractors during construction, and a new requirement that verifies the contractors' efforts to hire local persons who are unemployed. The meeting was attended by myself, Minerva Phillips and staff from Toole Design Engineers and subcontractor to Toole Design who will be handling all of the federal reporting requirements on this project, staff from Charles P. Johnson, Jr., Engineering company.

Aid to Municipalities by MNCPPC

- Dezirae Montgomery of PSA and I met with Wendy Irminger, MNCPPC, to discuss their invitation to apply for a planning project that would be funded by MNCPPC. We talked with them about having them do an analysis of all vacant lots in the Town to determine those properties (private and publicly owned) that are buildable. They were very interested in assisting with this and asked us to prepare an application for consideration. This application will be submitted this month. The maximum consulting assistance they can dedicate to this project is \$65,000.

Tax Differential Meeting with County OMB

- Stan Earley met with municipal representatives on Oct. 5th to review the County FY 22 budget and the tax differential forms that are due by November 5th. Most every County municipal government was represented.

Other

- I attended GovQA training on this software technology on Oct. 5th.
- Received confirmation from PEPCO that the street light outage on Brenner that was reported on September 20th or thereabouts had been fixed. Drove by after a Council meeting and confirmed it had been fixed.

CM Williams – Park and Planning interested? Any idea about vacant lot properties?

TA Habada – Not sure of the duration on the project; We'll go in first.

CM Williams – Consider having an intern to take a look at the properties to compare

TA Habada – It's possible to ask the University of MD for grad support.

CM Ford – Green Street; Wants to work with NSD Director to start up work again; Would like to work with them for Sustainable MD.

CM Chew – When will we get reports for the NSD Director?

TA Habada – Working with NSD; I have a tour tomorrow with PSA from 1pm to 4pm; Mr. Simpson will report at the next Public Session.

CM Chew – The Beauty Salon owner wants to know why Town vehicles are parked on the public lots?

TA Habada – Those vehicles will be dead-lined soon.

CM Akers – There are 116 vacant lots? The analysis can be done by the County?



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TA Habada – The County will hire a consultant in partnership with us.

CM Williams – Sustainable MD; Her committee can help with the Green Team to satisfy that effort; The parking lot, who is the owner?

CM Cason – The Town owns that lot.

Chief Cummings oral report-

- I updated Council on Friday regarding Gateway. The suspect is charged with 1st degree murder; there will be constant patrols at Gateway; I met with the General Manager and District Manager today; they are trying to restore normalcy
- We had two officers released from field training today; the others will be released in two weeks
- Annual Trunk or Treat Drive Through is on October 29th
- Explorers Program is owned by Learning for Life; We will begin advertising; Learned it cost \$3000 to start; Parents will have to share in the cost
- I attended Safe Streets on October 7th in Bladensburg; States Attorney was in attendance
- There is PG Crisis Intervention for the officers that were first to respond and discovered the bodies

CM Williams – Thanks for the work; Will grief counselors be available for residents in the building?

Chief – The Chaplin was there on the day of the incident, through the night and weekend; I will inquire with Dawn (PG County) about other services.

CM Ford – We appreciate your proactive efforts.

CM Chew – More parents are at the bus stops; The kids were in the streets and cars are speeding.; I did see a scout car sitting but no one was near Malvern and Highview; Officers are at Onslow now.

Chief – I want speed counters in the neighborhood; if the State doesn't own the road a camera can be installed.

CM Brown – I sent an email; In speaking with the residents, they feel forgotten; When will the Call-A-Bus be available? They are eager to participate in games with CM Chew; Don't forget them.

Chief – With COVID we weren't able to end with our summer cookout; Manpower was also low; We plan to do something during the holidays.

CM Akers – The NSD Committee hold a Healing for Gateway at tomorrow at 5:30PM; Different elected officials were encouraged to attend; The Chaplin, TA Habada, Chief assessed their needs.

CM Chew – Asked Chief to have officers with him; residents at Gateway are very negative; Suggest they establish a residential board.

CM Cason – They already have a Board per their Charter.

CM Akers – National Church management will also be there; drinks and snacks will be provided.

CM Williams – What forum will the event take? Residence are feelings refrained; This represents a challenge for them. Who is going to guide the experience?

CM Akers – The Town is reaching out; We have no control over the conversation.

CM Cason – Keep that focus on track; Chew's concern is a separate issue.

CM Brown – What's the status of the Call-A-Bus?

TA Habada – The bus is being repaired; COVID measures not in place.

CM Chew – Is the bus being repaired or is it new electric bus?

TA Habada – It's the regular Call-A-Bus; The VW monies are not I the budget yet.

CM Brown – The newsletter has not been done; How will we communicate with seniors?

TA Habada – We'll announce tomorrow; I will talk with the Town staff; We will give users notification.

X. Rolling Agenda Additions - Mayor Pro Tem Cason

CM Ford – Add Sustainable MD to a Work Session

CM Chew – Resolution 2022-02 to a Work Session

CM Brown – Confused are we using the Rolling Agenda instead of the Tracker?

TA Habada – We'll merge the two.

CM Brown – Did we vote on this?



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TA Habada – The Resolution for the dead-lined vehicles is on a Work Session; Guidance is needed from Council; Auditors not ready; the 25th is tentative

CM Brown – Update the Tracker at the next Work Session

CM Akers – Discussion and date for the American Rescue Funds – Town Hall meeting

TA Habada – The Amendment is on the October 18th Work Session; The 1.7 M is on the expenditure side. This is a policy decision from there, 11/15?

CM Akers – 11/15 is fine

CM Williams – Allow residents to participate in the direction for growth for the Town; Add the Coop presentation on from my committee; Pending Resolution for the Charter; We anticipate hearing back from the Town Attorney on 10/25.

XI. Council Announcements –

CM Williams – Flyers going out – 5:30Pm to 7:30 PM Zoom meeting; Opportunity for planning at 2pm tomorrow; Committees currently in silos; Reached out to municipal liaison; We must organize as a community.; There should be a community space to advertise what we do.

CM Cason – In receipt of the flyer; Council please reply?

CM Ford – I will be in attendance at Gateway and on November 5th; Communication and Outreach Meeting on Wednesday, on the website on the 1st Wednesday at 7pm – We want to improve community engagement

CM Brown- Upcoming Best Halloween Decorated Yard; Book Club; Free voiceover; shorthand; TV video class; Halloween and Kwanzaa video; ATA left off on TV channels

CM Akers – Reminder that on 10/20 the Domestic Violence presentation; Purple flyers going out; Ms. Twyman will do the presentation

CM Brown – CM Williams; Domestic Violence meeting- Community affects; Also, we have the dancing in the streets video.

CM Williams – Acknowledge points of Light; Obama was the co-sponsor; Recognized as a volunteer of the year; Share 11/15 flyers.

XII. Adjournment – CM Chew Motioned to go in to the Closed Session to discuss personnel hiring and staff positions. Seconded by CM Akers – Meeting adjourned at 8:30PM

Council is Expected to adjourn the Public Session Meeting to Convene Executive Session to discuss Personnel Matters

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session the chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such closed session.