

# MINUTES

## COMMISSIONERS OF POOLESVILLE

### May 20, 2019

#### Call to Order:

Commissioner Klobukowski called the meeting to order at 7:30 PM. Commissioners Brown, Radigan, Cook and Dickerson were in attendance as well as Town Attorney Jay Gullo, Town Engineer John Strong and Town Manager Wade Yost.

#### PLEDGE OF ALLEGIANCE:

Commissioner Klobukowski lead the pledge.

#### ANNOUNCEMENTS:

#### **Legislative Update – Senator Feldman, Delegates Fraser-Hidalgo and Qi.**

The District 15 Delegation provided a summary of the recent legislation session and bills that they had sponsored and passed. The Commissioners engaged the Delegation on several topics.

**Commissioner Cook** reported that she had attended a Poolesville Green event meeting bicyclist from State College stopped to visit the solar array on their way to D.C. She also had a tour of the solar array and wastewater treatment plant and attended the County Executive's Launch of Business Connect which is part of his 4Business: Benchmarking To Be The Best For Business to help the county attract new and retain existing businesses in the county.

**Commissioner Klobukowski** reported that he had spoken with Ash Shetty/Montgomery County Chief Procurement Officer/Director requesting he have a team at Poolesville Day speak to entrepreneurs about the County's Business Connect Program to help those who want to start a small business.

**Commissioner Radigan** reported on the HMD scavenger hunt and the Willard's meeting at Mr. Clifford's barn.

**Commissioner Dickerson** reported that she also had attended the Willard meeting.

**Commissioner Klobukowski** reported the following:

1. For those of you who know about the recently released U.S. News & World Report annual national high school evaluation/ranking, and how it ranked Poolesville below other county schools in the state and knocked it out of the top 100 schools in the county (PHS 58th in the state and 2,380th in the county. We have exchanged emails with PHS's Principal Deena Levine, Dr. Smith and the Board of Education to try and better understand how data was either missing from or not considered by the magazine when they performed their rankings. The response I received from MCPS was the same MCPS response they issued when they first learned about the magazine failure to consider all the data during their ranking evaluation.
2. For those of you who are wondering about the what has happened to work on the Route 28 Bridge over the Monocacy River, I received an email from SHA's Mr. Blair Hovatter, Jr/District 7 Construction Inspection Division who said: "In order to minimize the impact to the traveling public, we are fabricating materials to utilize during the lane closure period before we set up the lane closure. Lead times regarding some of the steel members have pushed our start of the lane closure period to the first weekend in June. You can expect to see minor work being performed in the coming weeks in preparation for the traffic switch and public notice of the beginning of the single lane closure will follow."
3. I sent our Events Schedule to our District 15 Delegation and Montgomery County Councilmembers.

4. Mr. Gregg Ossont/Deputy Director Montgomery County General Services Department responded to a note I left with the Maggie Nightingale Library Head Librarian asking on when would our library would be renovated. He wrote they will be working with the library to develop a scope of refresh work. Generally, they will focus on elements like carpeting, painting, bathroom remodel and lighting. We also try to include modifications that enhance operational needs of the department like the circulation desk or interactive tools. In terms of timing, we are schedule to start design and complete the refresh in calendar 2020.
5. I was re-elected President of the Montgomery County Chapter of the Maryland Municipal League, and Barnesville Commissioner Holly Larisch was elected as one of the At-Large Members. Also, I was shameless and handed out our Events post card and mentioned Springfest several times, as other municipalities mentioned their Saturday events: Kensington's Plant Swap, Laytonsville's Parade, and Gaithersburg's Book Fair. I told them go to the plant swap first, the parade second, the book fair next and then come to Poolesville to relax at Springfest.
6. When I attended the 14 May JPMS PTA meeting, I provided them with an update on our Fair Access Initiative and offered to provide our new larger Fair Access signs to PTA members who wanted them. Four were dropped off at the office the next day. I have also made the same offer to the PES and MES PTAs. I have also provided four signs to the Town of Barnesville for their use if they so choose.

#### **OPEN FORUM:**

None

#### **APPROVAL OF MINUTES:**

Commissioner Dickerson motioned to approve the minutes of May 6, 2019. Seconded by Commissioner Brown. Motion carried 5-0.

#### **NEW BUSINESS:**

##### **SHA Road Transfer Agreement**

Town Manager Yost provide a briefing on the .59-mile transfer accompanied by the exhibit detailing the transfer of Fisher Avenue from Elgin Road to Wootton Avenue from the State to the Town.

Commissioner Brown motioned to approve the Road Transfer Agreement contingent on the completion of the road improvements currently occurring. Commissioner Radigan seconded. Motion carried 5-0.

##### **Resolution 002-19 – To Adopt and be a Participating Community in the County Hazzard Mitigation Plan.**

Town Manager Yost reviewed specific items in the County's Mitigation Plan that deal with Poolesville. He also informed them that in order to receive FEMA funds in the event of a natural disaster, we need to be a participating community.

Commissioner Dickerson motioned to adopt the resolution. Seconded by Commissioner Radigan. Motion carried 5-0.

##### **Brightwell Crossing Bond Release/Reductions**

Town Engineer Strong presented a request for releasing stormwater bonds in phase 2.1 and 2.2 of the Brightwell Crossing Subdivision. Commissioner Dickerson motion to approve the release. Seconded by Commissioner Radigan. Motion carried 5-0

Town Engineer Strong presented a request to reduce the water and sewer bonds by 50%, storm drain bonds by 70% and paving bonds for sections 2.4 and 2.5. Commissioner Brown motioned to approve the reductions. Seconded by Commissioner Dickerson. Motion carried 5-0.

### **LED Lighting Upgrade – Town Hall**

Town Manager Yost present a proposal to upgrade bulbs and fixtures in Town Hall to LED's. The proposal is through Empower MD and Potomac Edison. The total cost of the retrofits is \$7,569 with the Town paying \$1,216.40.

Commissioner Radigan motioned to approve the proposal. Seconded by Commissioner Dickerson. Motion carried 5-0.

### **Paving Contract Change Order**

Town Engineer Strong provided a review of the received proposals from American Asphalt to add Beall Street to the paving contract in the amount of \$48,276. Commissioner Dickerson motioned to approve proposal. Seconded by Commissioner Cook. Motion carried 5-0.

### **OLD BUSINESS:**

#### **Resolution 001-19 – Water and Sewer Rates**

Commissioner Radigan motioned to approve the Resolution. Seconded by Commissioner Dickerson. Motion carried 5-0.

#### **Ordinance NO. 211 – FY20 Budget and Tax Rate**

Commissioner Dickerson motioned to adopt Ordinance NO. 211. Seconded by Commissioner Cook. Motion carried 5-0.

### **TOWN MANAGER'S REPORT:**

Town Manager Yost reported:

1. County Recreation Team - Would like to come to the June 17th meeting to discuss creating tot and youth sports clinics for this fall
2. County Road Take-Over - The County must publicly advertise the quitclaim transfer for 30 days. MCDOT expects their advertisement to begin running in the Sentinel on last Thursday – which will start that 30-day clock. At the end of the 30 days, MCDOT will send another memo to either the Chief Administrative Officer (CAO) or Assistant Chief Administrative Officer (ACAO), who will turn around and send a memo to the Council. The memo will be for notification purposes and not require a formal Council approval – but we're checking with our Council legal staff just to make sure. Even if it does require Council approval, we don't see any issues with getting it approved.
3. Fisher Avenue Crosswalk - I have been researching the Manual on Uniform Traffic Control Devices and vendors who can supply the equipment we will need to install safety devices as approved on the Streetscape Plan. In your packets are diagrams of the product. They meet all the standards and are ADA compliant. I have received 2 quotes so far \$18,000 and \$22,000, which allows for 4 signs, 2 crosswalk and non-inclusive of the poles. We won't order until the agreement is finalized, and it will be funded out of the streetscape account.
4. Well 11 – Town Engineer Strong advised that the foundation was poured this past week.
5. Paving - Pavers should be completed within the next few days and the 2nd contract for the trail paving will begin June 10th.
6. Misc - Staff is still finalizing the 5g cell amendments and the wifi tower lease with Telegia. Both of these items should be on our next agenda.

**COMMITTEE REPORTS:**

PLANNING COMMISSION – Commissioner Radigan reported on the last meeting.

PARKS BOARD – Commissioner Cook reported that the Board revised the Parks Rules and Regulations.

EVENTS COMMITTEE – Commissioner Dickerson reported that Springfest was a big success.

SCHOOL LIASON – Commissioner Klobukowski discussed the PTA meeting and offered Fair Access signs.

FAIR ACCESS – Commissioner Brown said that he was preparing notes to circulate.

**ADJOURNMENT**

A motion was made to adjourn by Commissioner Brown, seconded by Commissioner Radigan. Motion passed 5-0.