



April Regular Town Hall Meeting Minutes

Wednesday, April 09, 2025, at 7:00 PM

Hybrid Meeting

3820 40th Avenue Cottage City, Maryland 20722

This meeting will be hosted as Hybrid: Town Hall & Zoom:

<https://us02web.zoom.us/j/82573671277?pwd=Unl6eEJrNTVoNjFmTHIJLzViZlITdz09>

Phone: 301-715-8592 | Meeting ID: 825 7367 1277 | Passcode: 361522

Call to Order at 7:02 PM

Attendees

1. Ward 1-Commissioner Young
2. Ward 2- Commissioner Henderson
3. Ward 3- Commissioner Wheatley
4. Ward 4- Commissioner Givens
5. At-Large Report- Commissioner Brooks
6. John Hoatson-Town Manager
7. Anthony Ayers- Chief of Police (Via Zoom)
8. Todd Frankenfield- Treasurer Alta CPA Group (Via Zoom)
9. Kevin Best- Town Attorney
10. Conor Grew-Resident (Via Zoom)
11. Kaleb Berhane-Resident (Via Zoom)
12. Lucia Proctor-Resident (Via Zoom)
13. Denise Hamler-Resident
14. Josh Durant- Resident (Via Zoom)
15. Laura Guischard-Resident (Via Zoom)
16. Bill Kopecki-Resident
17. Michael Galgano-Paycom (Via Zoom)
18. Amy Sawyer (Via Zoom)

Consent Agenda

1. Approval of Minutes: March 12, 2025, Regular Town Meeting
2. Approval of Financials

Approval of Minutes for March 12, 2025, and the Financial Report for March 2025

The motion was made by Commissioner Brooks and seconded by Commissioner Henderson. There was a unanimous vote by the Commissioners. Young-Aye, Henderson-Aye, Wheatley-Aye, Givens-Aye & Brooks-Aye. Motion Passes no nays or abstentions.

3. Public Safety Report

The Chief of Police stated that last month they dealt with a lot of dog complaints. One in particular was a dog that was getting out and was very playful. Residents were saying that the dog was attacking people. The Chief stated that they found out who the dog belongs to, and the dog was handed over to animal control. At this time the dog is still with animal control until the owner gets the proper paperwork and shots for the dog. The Chief stated that more problems that have come up were residents walking their dogs without leashes and not picking up behind them. The Chief and his staff went out to the residents and handed out literature on how important it is to register their dogs, keep their dogs on leashes and clean up after their dogs.

The Chief stated that they also had concerns in reference to a hate crime in the town. The Chief stated that someone sprayed graffiti paint on the sidewalk. The Chief stated that they turned it over to the Counties Homeland Security Department and they came out to complete an investigation. The Counties Department of Homeland Security hasn't given an update at the moment, but The Chief believes it might be juvenile activity while getting off the bus. The Chief stated that they put a police car over there for the meantime, and that they did canvas the area and checked with resident's ring cameras to see if anyone was walking around with spray paint. The assailant did spray paint the sidewalk and the resident's trash can. Public Works were notified, and they will be going out to get the graffiti off the sidewalk.

The Chief stated that last month they addressed the issue with cars cutting through the town. The Chief stated that they were able to speak with Waze and Waze was able to make the street a restricted street when redirecting traffic. Once that went into effect, there was a decrease in cars coming through the town. The Chief stated that they were outside redirecting traffic for the nonresidents to turn around and go back on 38th and that has been successful. The Chief stated that they will keep an eye on the traffic situation.

The Chief stated that to address the issues with visibility he met with staff, and they restructured the monthly schedule to close some gaps they were having in the evenings. The Chief stated that he was trying to request from the Commission to allow him to get three bids for a security company to come in on the early morning and late nights for visibility. The Chief stated that he did get a quote from one company for three shifts or four shifts a week. The monthly cost would be \$1,440.00, estimated annual cost of \$17,280.00. The Chief requested a vote from the Commissioners to allow him to get three bids to bring back to the Commissioners and see how feasible it would be before going into the summer months.

Commissioner Chair Wheatley asked the Chief to repeat his last statement.

The Chief stated that the estimate monthly cost with three or four shifts a week is \$1,440.00 monthly and the annual cost is \$17,280.00. The Chief stated that this can be paid through the money they receive for the speed cameras. The Chief stated that he can have a month-to-month contract.

Commissioner Henderson stated does any of the neighboring jurisdictions use comparable services, and if so, what agencies are they using.

The Chief stated that in Prince Georges County they use Armed Security companies throughout Prince Georges County. The ones that he is vetting are the ones that are already working with Price Georges County and small neighborhoods. The Chief stated that he doesn't see any municipalities that have unarmed security guards at the moment, but he hasn't done any research yet. The Chief stated that this is something that neighborhoods that are the size of the town and larger.

Commissioner Henderson asked, will the agency the Chief suggested patrol on the weekends?

The Chief stated that yes whatever time we give them. The Chief stated that he has adjusted the officer's schedules, and the new schedules will start in May. The Chief stated that he spoke with the Town Manager and will be meeting with him tomorrow to discuss a new schedule for the officers. The Chief stated that there are still gaps in the schedule and he is trying to fill it with overtime, but he wants to go into the summer with all the patrol shifts filled.

Commissioner Young stated that given the number of people in the police department. If the Commission is going to hold the police department responsible for the kinds of things that have been transpiring recently. Then she thinks it would make sense to have security patrol pending further investigation of the financials.

Commissioner Brooks stated that he isn't opposed to the idea of having security, but if the camera fines stop then how will the security be paid for and he doesn't want it to come out the regular budget he believes it should come out the police budget.

Mr. Frankenfield (Town Treasurer) stated that year to date the town has collected \$260,000.00 through March. Thirty thousand in speed camera revenues work. The town gets to keep the first 10% of the total town revenues and then it's direct cost of the speed camera revenue program.

Mr. Best (Town Attorney) stated that the way the statute reads for speed camera revenues. If you make a hundred thousand in speed camera revenues you're allowed to remove or minus the direct cost. Like the officers reviewing the citations cost in processing the citations. Those are direct costs. Costs for administration costs for the Ombudsman - direct costs. Once you take that cost off, you have a net speed camera revenues. You're allowed to keep and use it for public safety purposes. Only 10% of your annual budget worth of speed camera revenues. If your budget is a million dollars, you can keep potentially up to \$100,000 of speed camera revenues anything else you make above that If you have a very, robust speed camera program and you make a lot of speed camera revenues but you have a small municipal budget you have to give back everything that exceeds 10% of the net speed camera revenues. You have to give it back to the Comptroller of Maryland every year. That's the way the statute reads.

The Commission Chair asked if the Town has been doing that. Mr. Frankenfield (Town Treasurer) stated that the town hasn't hit the threshold. The Town has not collected enough revenue to break the 10% plus cost equation.

The Chief stated that the cameras went live last month (March) in reference to the fifteen-day morning period. Now like a week and a half, the cameras have been live.

Commissioner Chair Wheatley asked was a notice sent out to the residents in reference to the cameras going live.

The Chief stated that he believes something was sent out to the residents.

Commissioner Chair Wheatley stated that she was asking the Town Manager, she stated that a notice was supposed to be sent out to notify the residents.

The Town Manager stated that the only thing that was sent out was about making Cottage Terrace local traffic only.

Commissioner Chair Wheatley stated that she didn't have any knowledge of the cameras being live, she asked did anyone else knew that the cameras were live.

Commissioner Givens stated that he knew.

Commissioner Chair Wheatley stated that the other four Commissioners stated no including herself and she doesn't understand why Commissioner Givens knew about it.

Commissioner Givens stated that the Chief talked about the cameras going live in a previous meeting.

Commissioner Chair Wheatley stated that she just wants to find out exactly when the cameras went live and if the Chief sent a notice out to the residents.

The Chief stated that he wasn't sure if a notice went out, but he does know that Commissioner Chair Wheatley did request for a notice to go out.

Commissioner Chair Wheatley asked the Chief if he prepared a notice.

The Chief stated that Commissioner Chair Wheatley told the Town Manager to do it.

Commissioner Chair Wheatley stated that she told the Town Manager to send the notice on Constant Contact once the Chief created the notice and since the Police Department is his department. She expected the Chief to write the notice. Not the Town Manager.

The Chief stated that he will prepare a notice and send it out to the residents. The Chief stated that they are still waiting for the red-light cameras. The red-light cameras have been approved they are just waiting for PEPCO to install the power for them. The polls are up, and the permits have been received.

Commissioner Chair Wheatley asked the Chief if he had an estimate to when the red-light cameras will be active.

The Chief stated that he doesn't have an estimate, PEPCO informed him that it has been placed in the queue to be serviced.

Commissioner Chair Wheatley stated that once the red-light cameras are back on. The residents should be notified because the cameras have been off for over a year.

The Chief stated that he will make sure a notice is sent out to the residents. The Chief also asked if the Commission is granting him permission to get three estimates for the security companies so that he can present them next month.

Commissioner Chair Wheatley confirmed who gave authorization for the three bids, Young, Henderson and Givens. Commissioner Chair Wheatley and Commissioner Brooks did not.

The Chief stated that he would do the research and get with the town's treasurer (Mr. Frankenfield) to show the Commission that there is enough money in the budget.

Commissioner Young wanted to confirm that at the moment the Chief would be getting three estimates, and that no decision would be made at this point.

The Chief stated that yes, he will research and get three estimates.

Commissioner Givens stated that you can't complain that you don't have coverage in the town, a presence, a police presence, a security type presence within the town. then complain that you don't have the money to pay for it. You know the reality is we are down an officer, so it's either you hire another officer, whether that be part time or full time, which would cost you an exorbitant amount of money, or you consider this option, which is a cost-saving factor because you can cancel and stop at any time along the way. What they're asking for is to our benefit is the same thing that citizens are complaining about. You know the lack of seeing a presence in the town. The Chief is asking for permission to get the bids. Commissioner Givens stated that even if the Chief gets the bids, the Chief will have Commissioner Givens support, because it is about creating some type of presence in the town.

Resident Laura Gushard stated that she has a few thoughts that she would like the Commission to consider she will be asking rhetorical questions. Really, just playing devil's advocate. Here it feels very uncomfortable, not advocating for something that pertains to the residents' safety. As a citizen, however, she does have some concerns just because of the budget process that the town is going through. issues that the residents know with budgeting feel like robbing Peter to pay Paul, when the residents already know that the town is a little bit cash strapped. In fact, the speed camera revenue does go down, does the town have the option to, in fact, pull out of this contract with the Security Company, or would we be locked in with them for a certain amount of time. Resident Ms. Gushard stated that she would also ask if the town had data on what the current safety issues, and during those times, that are not currently staffed by the police department. What types of crimes are they? What days of the week. What are the hours of most concern? And if the town is seeing very and again, this feels difficult to say. But if the town is seeing very low, level crime. Is it really worth it to pay this much money on an annual basis for somebody to patrol? And would they be able to actually enforce anything in the moment if they see something happening or are they just going to in turn relay what they see in person to a police department that would have to respond in the moment. And so, I just question, you know, is the juice worth the squeeze? Yes, we all want to be safe. but I'd really love to see the data on exactly when and where and what types of things we're currently seeing. So that we know what we're trying to combat by spending this money in this way. Thank you.

The Chief stated that the town doesn't have the amount and volume of crime that other people in the area have due to the fact that we have these we call barriers. We have the train track, the river as well as the cemetery and our industrial area. So, we don't get the volume of crime that the other municipality in our area receives. But we do have crime trends that come through every so often. Our death from autos is something that occurs every so often, not all the time, but like I might get free for like a week or 2, then it's quiet for a few weeks, or maybe a month. Then all of a sudden, I might have another spirit of death from autos. We don't have any break-ins, no robberies in our town, or any major crimes, but the presence is what people want to feel safe. So that's why we're trying to go to unarmed security just to have the visibility. And when you have a car going around with their lights on it is a deterrent to keep these individuals thinking twice before they come into the town. To actually do these petty crimes. So that's what we're trying to do is try to deter this crime by having visibility and also giving peace of mind to our residents that they feel safe and secure getting out their cars at certain hours of the day. So that's what we're trying to do in reference to what you said in reference to

cost. We can't offset the speed cameras, because when we have more cameras up it will pay for a salary of an officer. As well as their equipment they use. So that's going to free up money in my budget to actually give back to town, to actually put it back into public safety to actually pay for this program. Like, I said, one of the two cameras right now, we have online is making \$30,000 a month. That's going to pay for two years just one month for this program. So, it's going to be a drop in the bucket of what we what it's going to cost to keep this up and running. Getting back to what you asked me in reference to. Can we shut this down? Yes, that's why we're going to talk to all these vendors that we are going to interview is that we want to have a month-to-month contract with them the one I spoke to already. He's wanting to give us a month to month. That means that we get long as we give them 30-day notice. We can cancel out service. So that's why I gave you the monthly estimate of how it's going to cost that, you know. If you want to stop at any time or say, let's take a break we can. I'm just trying to have something right now. That's why I want to go month to month because hopefully, we will get an officer back soon. But I need something just in case it goes further than the summer that I had those hours covered. And that's what we're trying to do. I hope I have answered all your questions.

Commissioner Chair Wheatley asked the Chief if unarmed security is a temporary fix until the officer that is not in service returns.

The Chief stated that it is correct.

Commissioner Young stated that she thinks Ms. Gushard made a good point and after the Commission gets the quotes back the Commission can discuss more on what the town does need and how much the town can afford. Commissioner Young stated that it would be good to get input from the residents and also the Chief to get a better understanding of what is happening in the neighborhood and what the residents would expect from the police department.

Commissioner Chair Wheatley requested that the police crime stats be placed in the monthly newsletter.

Mr. Best (Town Attorney) stated that he represents two other municipal corporations, and he's practiced municipal law for 20 years, and he's not yet seen a municipality with a police department that have security arrangements. There are numerous Homeowners Association (HOA's) that have such arrangements with security forces. No doubt. Mr. Best stated that he thinks it's a good idea and the reason why is because a lot of times when municipalities, small municipalities run speed cameras they make significant revenues and as long as they stay within the 10%, 10% rule that he spoke of their typically searching for ways, because speed camera revenues that are allowed to be kept by a municipal corporation are limited only to public safety purposes. A lot of times you search for where you're going to spend this money, particularly when you have high influx or high revenues. Coming in, as it appears, you are, with what is going online is twice your number of speed cameras, maybe not twice the number of citations, because there's less throughput on that that other state road where you have these new speed cameras. There's no limitation on red light camera revenue as it is, that goes right into your general fund. You use it for whatever purpose it can be used for public safety or other municipal matters that are in your budget. Speed camera revenues are limited to public safety, and he knows for many years Forest Heights had speed cameras on MD-210, with 90,000 vehicles a day. They were making well over a million dollars in revenue a year. They were hard pressed to find what they're going to spend on that limited security for public safety purposes. He thinks it's a good idea; also, it's a political question. It's more of a political question than it is a legal question. Mr. Best stated that you could use it for police coverage if you added a few more officers and those wages for those officers could be paid for using speed camera revenues as well. Because that's a public safety purpose.

4. Public Works Report: Verbal

Commissioner Givens stated that the interview process for a public works candidate has begun. Commissioner Givens also stated that standard operating procedures (SOP's) is being put in place so that when the new employee comes in everything will be done in a timely manner. Commissioner Givens stated that two poop stations have been installed, and the Town Manager and John Brooks are working on getting a grant for more poop stations. Commissioner Givens also stated that once the grant is received the Commission can circle back on having artwork on the other two stations. To utilize previous materials that the town already had Commissioner Givens added hand sanitizer to the poop stations.

Commissioner Reports

5. Ward 1:

No comment

6. Ward 2

Commissioner Henderson stated that he wanted to report violation of cars that were up on a car jack. Commissioner Henderson also stated that he was waiting for the code enforcement to come and at least give a ticket but all they did was ride past and nothing was done at all. Commissioner Henderson stated that he also noticed that people are placing their trash out early and the wind is blowing trash in the streets and in the neighbors' yards. Commissioner Henderson stated that the trash blowing up under cars and neighbors complaining is a part of code violations and no tickets or warnings are being given out. Commissioner Henderson also mentioned the people driving the scooters without stopping at the stop signs and that maybe something can be placed in the newsletter about the danger of riding through the stop signs.

7. Ward 3

Commissioner Chair Wheatley stated that she's seen people put trash and bulk trash out earlier than they're supposed to. She also stated that she's seen the trash company pick up the trash and drop some trash in the streets and sometimes pick it up and sometimes leave it there. Commissioner Chair Wheatley asked if we could have code look into it.

8. Ward 4

No comment

At-Large

No comment

Presentation & FY 2026 Budget Items

Presentation By Paycom - Michael Galgano

Michael Galgano with Paycom stated that the main things that can help the town are with the onboarding, paid time off management, time sheets consolidating things down, making processes easier, making approvals easier and last, and most importantly, is keeping the town compliant from mostly a tax standpoint. The cost for Paycom is Annual estimate is \$11,923.08 Flat rate for forty employees. Initial setup fee is \$3,707.50 due upfront, which includes a deposit for the physical time clock.

Ward 1:

Commissioner Young asked what the price difference is between PayChex vs Paycom.

The Town Manager stated that the cost thus far for PayChex was \$7,855.00 for only 7 months and he will get the total cost and present it later.

Mr. Frankenfield (Town Treasurer) stated that the cost for Paychex is \$9,000.00 a year.

Ward 2:

Commissioner Henderson asked who Paycom local clients are and if there are any additional fees if a check needs to be reissued or canceled.

Mr. Galgano (Paycom) stated that he can send the Town Manager (John) a list of the municipalities that Paycom works with, and he can get it to Commissioner Henderson if that works for him also that there wouldn't be any additional fees associated with a reissued or canceled check.

Ward 3:

Commissioner Chair Wheatley inquired about the pricing for Paycom vs PayChex.

Ward 4:

No comment

Ward 5:

No comment

The Town Manager asked Mr. Galgano with Paycom if it is possible to have a lower cost or reduce some of the fees.

Mr. Galgano (Paycom) stated that the numbers aren't set in stone him and the Town Manager (John) can discuss some other options to lower the cost.

Commercial Tax Rate Discussion

Mr. Frankenfield (Town Treasurer) stated that he wanted to land at a consensus on how he should proceed with the commercial tax rate for the fiscal year 2026

Ward 1:

Commissioner Young stated that she doesn't have a suggestion for the tax rate

Ward 2:

Commissioner Henderson stated that he agrees with Commissioner Brooks for either .70 or .72.

Ward 3:

Commissioner Chair Wheatley stated that she would like .70 but if everyone wants .72, she's fine with that, the Commission just needs to raise it.

Ward 4:

Commissioner Givens stated that he is fine with it being raised to .72.

Ward 5:

Commissioner Brooks stated that he would like to go with .72.

The Commissioners came to a consensus about the tax rate of .72.

Public Comment: Budget

Denise Hamler (Resident) stated that she has a lot of questions regarding the budget, but she can sit down with the Town Manager (John) and discuss them. Ms. Hamler was curious about the police budget and why it's so high. Ms. Hamler stated that looking at other municipalities, she thinks we should also see the cost. The town is spending a lot of money for police, and now she understands that the town doesn't have either one or 2 officers. As a citizen when you see that price tag, you kind of scratch your head and go. Well, what is the town paying for? And she just loves the chief, and loves all the officers, but she does think that the town should be asking some questions. \$433,000 for the

police department of the town budget for a tiny town. This is not to insinuate that the town doesn't have wonderful police and a wonderful community, but that's a lot of money, and the town doesn't have at least one or 2 officers. Ms. Hamler stated that was her first point and her second point is the grant money. Ms. Hamler stated that it's really hard to tell what actual money is coming in and where that money is going. In some ways she would like to see a separate budget just looking at the Grants these grants came in. This is what the town spent it on, because once it's buried in the budget, and the income and the expenses. It's like the red-light camera is the same way. What's the money that comes in? And she learned so much just being at the meeting tonight. The red-light cameras, the speed cameras bring in so much money. But then the town has to pay its vendors, and then the town has to pay the county the State. So, to Ms. Hamler it seems like the town needs to really look at all of that before the town can make some of the decisions. Ms. Hamler also stated that it would be nice to know or have a breakdown showing if the town is in great shape or bad shape, if a presentation could be made explaining the process of the budget to the citizens so they all can understand. Thank you.

Amy Sawyer (Resident) stated that she would really like to see some money go towards translation services. 60% of the community speaks a language other than English. The minority majority of those folks speaks Spanish. There are a bunch of folks who are French speakers and ASL speakers, but the majority of the town folks are Spanish speakers. That's more than half of the community. Ms. Sawyer understand that the town does translate in the newsletter and a few other things into Spanish, but it's really difficult for folks to participate in the town meetings when the meeting material is not in Spanish. It's really difficult for folks to participate, and you know, comment. If they can't speak the language that they are most comfortable with. I would ask that as part of a budget, item, that the town look into what it would cost to translate all of the materials into Spanish. Just so we can incorporate everybody who is part of our community. As part of that Ms. Sawyer would ask that the town start distributing the information for town meetings. All of the meetings, multiple days before they're actually happening, the town tends to get the meeting agenda and the packet of information. Maybe 36 hrs., or 24 hrs. before the meeting is held. It's hard to read that information, to digest that information, and then you know, come, be able to come up with a logical and coherent comment for the Council, if residents were able to get all of that information published 36 hrs. in advance, or 48 hrs. in advance. That would be a huge help. Thank you.

Commissioner Chair Wheatley stated that she agrees with Ms. Sawyer, and she believes the Town Manager is working on a new system regarding the minutes and the packages getting out sooner.

The Town Manager stated that the material for the meetings will actually get out a lot faster. Right before the work session the packets will be out a week in advance, and then, right after the work session is completed the agenda will be prepared, and then by Friday, before the weekend you will have the packet. The residents will have the entire weekend to review the packet and go through it, and then by the meeting the following Wednesday, the residents will have time to make questions and comments. The Town Manager stated that he will provide three quotes for the translation services.

Old Business

Resolution 2025-04: Authorizing Town Manager to Coordinate Usage of Town Shuttle Bus / Van (Commission Vote)

Commissioner Henderson stated that the order of the documents needs to be updated.

Motion to Approve 13. Resolution 2025-04: Authorizing Town Manager to Coordinate Usage of Town Shuttle Bus/ Van

The motion was made by Commissioner Brooks and second by Commissioner Henderson. There was a unanimous vote by the Commissioners. Young-Aye, Henderson-Aye, Wheatley-Aye, Givens-Aye & Brooks-Aye. Motion Passes no nays or abstentions.

Town Hall Lawn Maintenance Contracts (Commission Vote)

Ward 1:

Commissioner Young asked what the Commission knows about the company Shamrock. Commissioner Young also requested that Shamrock not use the product roundup.

Ward 2:

Commissioner Henderson asked if Shamrock provides for the insects and diseases and will that be an additional charge. Commissioner Henderson stated that he thinks the Commissioners need to look a little bit more into Shamrock before making a final decision.

Ward 3:

Commissioner Chair Wheatley originally recused herself from the discussion and vote. Since Shamrock is the current landscaper for Hamlet Park. She did not take part in the discussion about Shamrock. She did vote later after the commissioners finished their discussion.

Ward 4:

Commissioner Givens stated that Shamrock does cut the Hamlet Park grass and Commissioner Chair Wheatley was not the one who asked Shamrock to place a bid. Commissioner Givens asked Shamrock to submit a bid. Commissioner Givens stated that he has seen Shamrock out there and the company is super-efficient. Commission Chair Wheatley didn't know Commissioner Givens asked them for a bid.

At-Large:

Commissioner Brooks stated that he agrees to move forward with Shamrock for the pricing and the town can continue to use American Landscaping for other services.

Denise Hamler (Resident) stated that in terms of the pesticides and the herbicides that were mentioned in the email that Amy Sawyer sent to her Ms. Sawyer was asking for the green team to take a look at and work with the town and maybe adopt a greener alternative. Ms. Hamler is willing to put that on the agenda for the green team and then make any recommendations back to the Commission in a timely fashion. Ms. Hamler isn't sure if it would be enough time to do something within the next couple of months. Ms. Hamler also discussed the mosquito abatement survey, and she will be talking about that at her next Green Team meeting with the Town Manager (John) and then presenting something hopefully to the Commissioners next month.

The Town Manager stated that he wanted to let Ms. Hamler know that there were quite a lot of surveys back from the mosquito springs so he will follow up with Ms. Hamler about the presentation with the Green Team on Tuesday night.

Amy Sawyer (Resident) stated that it is worth it for the town to waste tax dollars on lawn services and what type of pesticides and the herbicides will the Shamrock company will be using on the lawn and sidewalks.

Motion to Approve Lawn Maintenance Contractor Shamrock

Commissioner Brooks stated that he made the motion contingent upon updating the contract with the information of not using the older product of Roundup.

The motion was made by Commissioner Brooks and second by Commissioner Givens. There was a unanimous vote by the Commissioners. Young-Aye, Henderson-Aye, Wheatley-Aye, Givens-Aye & Brooks-Aye. Motion Passes no nays or abstentions.

Damaged Trash Shed (Commission Discussion)

Town Manager stated that Commissioner Givens has provided us with a laundry list of construction materials, as we know under the current administration the cost of building materials may be rising. The Town Manager asked Commissioner Givens to comment on the items for the damaged trash shed.

Commissioner Givens stated that he would like to receive permission to authorize and purchase the necessary rebuilding materials. The trash shed needs to be a little bit larger four feet longer, which can be done all under \$2,000.00.

Ward 1:

Commissioner Chair Wheatley asked Commissioner Givens by expanding the trash shed will he need to take out a tree?

Commissioner Givens stated that he will not have to remove a tree. The rear will go four feet back.

Commissioner Young asked how is the trash shed damaged?

Commissioner Givens stated that the trash shed is old, and it hasn't been repaired in years, the slats are coming off and the town is picking up trash every Thursday. There are a number of trash cans in there and the town needs to ensure that they're housed properly and stay away from the rodents and the animals.

Ward 2:

No comment

Ward 3:

No comment

Ward 4:

At-Large:

Commissioner Brooks stated that he appreciates Commissioner Givens taking the time out to fix the damaged trash shed.

Commissioner Givens stated that he needs the Commission to give consensus that The Town Manager (John) the authorization to make the purchase since its over \$1,000.00 purchasing power.

Commissioner Brooks made amended motion to move forward with purchasing the materials for the trash collection area roughly, in the amount of \$1,372.46, not to exceed \$1,700.

Motion to authorize purchase for the damaged shed materials

The motion was made by Commissioner Brooks and second by Commissioner Henderson. There was a unanimous vote by the Commissioners. Young-Aye, Henderson-Aye, Wheatley-Aye, Givens-Aye & Brooks-Aye. Motion Passes no nays or abstentions.

New Business

Resolution 2025-05: Elected Official Protocol (Commission Discussion & Vote)

The Town Manager stated that the Resolution 2025-05: Elected Official Protocol is a policy in place that will protect the town regarding any kind of confidential information and disclosure.

Ward 1:

Commissioner Young stated that she really cannot go along with this. There're so many terms here that are either not defined at all or adequately, and it also goes in a direction of the kind of secrecy that goes against the public interest. From Commissioner Young's standpoint the words personal or sensitive are not defined. Any other matter that could conceivably be deemed confidential or privileged under any law or rule. Conceivably, Commissioner Young means, all you have to do is watch TV to see what kinds of things can conceivably be considered. This, that, or the other thing to say that it's intended to have the broadest meaning as permitted by law or any applicable rules. Again, so much of this is undefined and open-ended, and subject to real abuse. Then in the last section as part of this confidentiality policy or protocol. Each Commissioner and appointed official shall not forward or share town emails to their private email accounts, private electronic devices or private email accounts of another party. Commissioner Young stated that she is sure that was directed at her. Commissioner Young stated that it doesn't make any sense there are plenty of times when you might want to forward a private email either to your home email for any number of reasons or to someone else, and Commissioner Young thinks this is ill-conceived, and also leads to a police State mentality. Commissioner Young thinks the Commissioners work for the people of Cottage City, and to adopt something like this would serve to keep information from the citizens here. It's just not good on so many levels.

Ward 2:

No comment

Ward 3:

No comment

Ward 4:

No comment

At-Large:

Commissioner Brooks stated that he was going to respond to Commissioner Young's comments. Commissioner Brooks stated that no matter where there's confidential information the Commissioners do serve the residents of this town. The Commissioners are bound to confidentiality when it comes to personnel matters. When Commissioner Young says these things like the other Commissioners are trying to hide or keep secrets from the residents, the other Commissioners are not trying to hide or be secret. The Commissioners know their responsibility as a Commissioner, and they cannot divulge this information to the public. Commissioner Young, you know that Commissioner Brooks would love to share all this stuff, good, bad, ugly or in between. The Commission knows that it is the Commissioners' responsibility when they sit on this Commission that they have to be confidential. When Commissioner Brooks goes to work, Commissioner Brooks knows that personnel matter, confidential matters can't be shared with his colleagues when it's convenient to him. or when his viewpoint comes across. Commissioner Brooks is just simply responding to Commissioner Young. Commissioner Young knows

that there are matters that the Commission has to keep confidential sharing emails. Commissioner Brooks doesn't know of any workplace where it's okay to take a confidential email and then share it too their personal email so that you can then move it on to other things. If Commissioner Young is going to say these things to try to incite things, be honest with it. Commissioner Young knows that she needs to maintain confidentiality in some matters, not all things. The Commission keeps some things in public. The Commission keeps some things in closed sessions, and those things in closed sessions are confidential.

Commissioner Young stated that she worked at the nuclear regulatory commission. There were very specific laws and rules over which things were confidential. This is not specific. It's very, very open-ended and it's not defined very well and any personal or sensitive. What's sensitive? Something might be sensitive to Commissioner Brooks and not sensitive to Commissioner Young. This is not how laws are done where things are made confidential. It's any other matter that could conceivably be deemed confidential or privileged under any law or rule. The open-endedness of this is just way beyond the way any statute or rule should be written, and then to say that no Commissioner where appointed officials should forward or share town emails to their private email accounts. Commissioner Young stated that she hasn't forwarded anything that was officially confidential mentioned. But Commissioner Young won't go any further into that she does think the point is that this is so broadly written that it could be misused, and the Commission could have their own little trump town right here. If the Commission start to enforce something like this. Commissioner Young stated that she would like to hear the comments from the public.

Commissioner Chair Wheatley stated that she would like to hear from the town attorney.

Mr. Best (town attorney) stated that he thinks it's a reasonable policy. Mr. Best stated that the document may need to have some adjustments of the language used in the document. A lot of this language was written by the Baltimore city solicitor's office. A lot of this was plagiarized from the largest municipal corporation of the State of Maryland, which has platoon of lawyers to serve in the office of law of the city. Yes, Mr. Best was pressed to vet this. A platoon of lawyers serves in the law office of the city. And for Number 6 it probably should say, not share confidential town emails. In line with what Commissioner Brooks said. You all have a fiduciary duty to protect and deny from disclosure confidential information that, if leaked. were shared outside a closed session or outside the internal use of the town that could damage the town. For example, if Mr. Best prepared a memo of law, or prepared a brief on pending litigation and it gets leaked out and shared, that can cause considerable damage. Mr. Best doesn't think anyone questions that the Commissioners have a fiduciary duty to protect and not to share confidential information. All this is really doing is articulate that and you can read for yourself in the Maryland Public Information Act, Manual, put together by the Attorney General of the State of Maryland. Numerous references to information that cannot be disclosed or should not be disclosed. If you're getting into discussions about personnel and health issues definitely should not be something that could be leaked or shared. And it's not uncommon this day and age. In the years when email 1st came out it was practicing where municipal officials would use their private email accounts to also communicate with their constituents, etc. But that's been shut down. Basically, all local governments require employees and officials to only use their business email accounts to transact that. So that because you're all little mini records custodians under the record under the Maryland Public Information Act and so, you have a duty to keep all that information in a central location since you are provided. Mr. Best believes the Commissioners are provided with laptops, and email accounts that are town email accounts, it's best that you do not blend those with other accounts or share those with other accounts. And it's not. It's a very common policy these days for local governments.

Commissioner Young stated that I think you're conceding that this could be better written, more narrowly written.

Mr. Best stated that he is sure that Commissioner Young can find him, and so he's suggesting that that be done after.

Commissioner Young stated that she wasn't finished. Commissioner Young suggests that the Commissioners do that after hearing all the comments about this, because this is so broadly written that it could really be misused and abused.

Mr. Best stated that he doesn't consider it egregiously overwritten. Mr. Best does concede there might be a few words that could be wordsmith to be tightened up, but all in all, if this was passed, as is, Mr. Best thinks it would be better than not having a policy on it.

Commissioner Young stated the town has gotten by all these years without one before.

Mr. Best stated, as is the case in many small towns in Maryland. A lot of small towns, or even medium-sized, have a paucity of policies and laws that quite frankly can get them in trouble.

Commissioner Brooks stated, could you remind us of who wrote this?

Mr. Best stated that it was the City Solicitor of Baltimore City, that office.

Commissioner Young stated that she thinks the Commission needs to hear from other people, but she does think that it needs to be written much more narrowly if it's going to be passed.

Josh Durant (Resident) stated that he strongly disagrees with the resolution. Mr. Durrant stated as Commissioner Young mentioned, Mr. Durrant feels that the Commission should take exception to you, point one for any other manner that would any other matter that would be confidential or privileged under any law or rule. The term confidential information tends to have the broadest possible meaning as permitted by law, or any applicable rules. Mr. Durrant would ask the Commission to strike that entirely from any future resolution. Mr. Durrant thinks that way too broad, and Mr. Durrant thinks it would allow the Commission to potentially or the town to potentially deem information confidential after the fact. Mr. Durrant thinks any definition of confidential information should be narrowly tailored, and Mr. Durrant doesn't disagree with the 1st 3 points. Mr. Durrant thinks that the language is way too broad, too vague and irresponsible. Mr. Durrant thinks if the town wants to designate information confidential, they should do it proactively at the time of creation and give a reason why that information is to be confidential. Mr. Durrant thinks the town already operates too much in closed session and in secret, and Mr. Durrant thinks this would be a bad idea. Mr. Durrant also wanted to point out from this resolution what the enforcement mechanism would be, If a commissioner were to violate this resolution with the town, sue them. That would seem to be the only recourse for a Commissioner. Obviously, if this is for an appointed position, then, you know this. This policy could be made a requirement for employment, but for an elected Commissioner, what would be the Enforcement mechanism if they violated it. Mr. Durrant doesn't think it's clear at all. Mr. Durrant stated if the Commissioners were to take this policy, Mr. Durrant thinks that the elected official party should be removed from the whole resolution, and have it only applied to appointed officials, but also point 5, says each Commissioner and appointed official shall sign an agreement. If a newly elected Commissioner refuses to sign an agreement, what are the consequences? Would they be removed from their office? Would the town not share confidential information with them that is necessary for the Commissioner to perform their duties. What are the consequences? Then also, in regard to point 6 and the use of private electronic devices. Mr. Durrant is not quite sure what the Commission

currently does, but as Mr. Durrant reads this, no Commissioner would be able to check their email on any personal phone or personal computer, because Mr. Durrant is not quite sure of the email system that is used by the town. But Mr. Durrant is pretty sure it uses either Pop Protocol or the Imap Protocol which makes a copy of their email to that device each time it is checked. Every time you check an email on your personal phone, you are sharing a copy to that phone. It would basically ban commissioners from checking their town email on their personal devices. Mr. Durrant would like to hear more about the consequences for violating this. Mr. Durrant strongly opposes this resolution as drafted, and Mr. Durrant thinks it needs to be narrowed and information specifically defined, and, as Mr. Best mentioned a moment ago, the Commission already, as a committee.

Commissioner Chair Wheatley stated that Mr. Durrant audio went out also he went over his three minutes, the Commission is clear on how Mr. Durrant feels about the resolution. The Commission will move on to the next public comment. Please remember you have three minutes, and that the Commission wants to get to as many people as possible. So next is Amy Sawyer.

Amy Sawyer (Resident) yielded the floor to resident Kaleb Berhane.

Kaleb Berhane (Resident) stated why is the resolution necessary when the town is governed by the Maryland's Public Information Act (MPIA). Mr. Berhane stated that there are no carved requests of records for whistleblowers and as previously stated it seems overly broad in terms of what's covered as confidential information. The previous Commission and the attorney gave examples of What would be deemed confidential something that's a personnel record personnel discussion, deliberative or privileged. why not be explicit and say explicitly, personnel records deliver materials, privileged records, as opposed to saying something broad, and, you know, making like omnibus statements in regard to everything conceivable. That's the first issue the other issues are in paragraph five where it says it has not engaged in any practice or entered into any past or ongoing agreement that would be considered a conflict of interest with this agreement. It's not clear to Mr. Berhane whether past actions count and if the resolution is retractive and if any new Commissioner has to then attest to. You know whatever past actions to fulfill the requirements. There's a lot of like ambiguous and problematic language that Mr. Berhane hopes can be vetted. Why is this necessary when that mechanism already exists? And Mr. Berhane is not an attorney, so this is more of a curiosity question, why does the town need to put this explicitly and codify something like this when something when something already exists that covers this information? Thank you.

Amy Sawyer (Resident) stated that she is very concerned about this issue that's being discussed about having discussions in private. Ms. Sawyer would like to notify the entire Council and Kevin Best (Town Attorney), and John Hoatson (Town Manager), Town Administrator, that Ms. Sawyer has written and submitted a letter to the Attorney General's office. Ms. Sawyer is asking the Attorney General to investigate the actions of the Town Council around all of the meetings that the town has had that are private. Specifically, the ward to appointment, that even though town had it, it should've been a special election. The Commission had a closed session to eliminate the Public Works Department. The Commission had three closed sessions without public summaries. And then today the discussion about the broad and unclear confidentiality policy. Ms. Sawyer stated that she will let that go, as that.

Commissioner Chair Wheatley thanked Ms. Sawyer for her comment and asked Mr. Best if he could respond to Mr. Berhane's question.

Mr. Best stated that this was written and essentially plagiarized in a large degree from the Baltimore City solicitor, some of the language could be tightened up. One of the questions that was asked was how would this be enforced against an elected official? In a couple of ways One. The town could censure the elected officials, they violate the policy they could also seek. Assuming the agreement is

signed by the elected official. They could seek injunctive relief in the court to enforce it. It's not a strongly toothed tiger for elected officials for appointed officials. It's another story. They're subject to discipline. Elected officials not so much. Some towns do have sanctions and fines in addition to censure that applies to elected officials. That's something the town could add to its rules for the conduct of meetings or its code. But right now, it's not strong in terms of an elected official. Mr. Best stated that the structure of government comparing Cottage City to Chevrolet or many other towns is like comparing apples to oranges. The town has a Commission form of government, and the town basically makes essentially all the administrative and administrative slash executive and legislative decisions, where in many other towns, the governing body doesn't get down in the weeds and makes a lot of the decisions. Furthermore, Mr. Best urges Miss Sawyer to read the Open Meetings Act Manual. Mr. Best doesn't think Ms. Sawyer quite understands that there are 14 exceptions to the requirement to have public meetings that allow for closure of meetings. And so, there's quite a bit of leeway for towns and cities. When you're talking about personnel issues, you're talking about confidential issues. You're talking about contracts, certain contract issues dealing with bids that you can close the session. There is a great deal of decisions made, particularly personnel, while in a closed session. But it's permissible. Could Mr. Berhane or Mr. Durrant feed me the questions one at a time?

Mr. Berhane (Resident) stated that the town is governed by the PIA as a municipality, why does the town need the policy?

Mr. Best stated that MPIOA doesn't curtail or regulate an elected municipal official from storage of emails on private accounts. It probably relates to it and talks about it, but it doesn't mandate it one way or the other. If a town wants to expressly, explicitly regulate that behavior amongst its elected officials, it needs to do that by its own policy.

Mr. Berhane (Resident) stated what is considered confidential.

Mr. Best stated that the Maryland Public Information Act Manual and the Open Meetings Act Manual do a very good job of defining what is confidential. If there needs to be more clarity for that Mr. Best stated that he can put that into this, however, there the scope of what's confidential is even broader than what those two manuals define because of the fiduciary duty. Elected officials have anything discussed in a closed session is considered confidential. There are a lot of things that get discussed in a closed session. They're not going to be in one of the formal definitions found in the Pia Manual or the Open Meetings Act Manual. Mr. Best thinks that's why this seems very broad now, in terms of whistleblowers. There's a lot of information that's passed and shared in a closed session. It's not going to meet one of these formal definitions in the PA Manual or the Open Meetings Act Manual as far as whistleblowers there's Federal whistleblower laws, but the town is not governed by the Federal Government. The town is a creature of the State totally subservient to the General Assembly, the Constitution of Maryland. Of course we're limited in what we do by the Federal Constitution. There is no statute that Mr. Best knows of that would circumvent the fiduciary duty of a local municipal official to hold confidence that they receive about personnel issues, no matter what venue that's discussed before them, whether it's confidential information that they have a duty not to disclose from a closed session that's duly closed in accordance with the 14 exceptions allowed under the Open Meetings Act. If there is some whistleblower law, or one does come along. Certainly, if it's passed by the General Assembly, it would preempt and supersede anything in this policy. Mr. Best doesn't believe that to be the case now. Mr. Best stated that he rather sees that this policy is in place rather than having no policy at all.

Mr. Berhane (Resident) stated is there a way to include language that the towns defer to the PIA or the open manuals If there's any discrepancy or contention.

Mr. Best stated that he sees Mr. Berhane's point and if he knows the Commissioners who are the principal and the Town Manager who Mr. Best gets marching orders with as a gateway, and of course the Commission is my client. If the Commission wants Mr. Best to make the resolution document better and understandable for laypeople to read. Mr. Best will be glad to do so. Mr. Best was pressed to review and prepare this, but again it was based on a document already vetted by another municipal corporation. Thank you.

Commissioner Young stated that anything that's said in the closed session, however, the thing that was discussed in the closed session in question, she could actually argue, should not have been in the closed session because it didn't involve anything that was really confidential. Commissioner Young stated that Mr. Best is saying anything that's said in a closed session. If it's not legitimately required to be in a closed session, it should not be the basis for making it private. There needs to be some legal justification for something being limited to a closed session. The thing in question here' Commissioner Young doesn't think it was. Commissioner Young stated that Commissioner Young stated that she was previously employee of the Nuclear Regulatory Commission and Commissioner Chair Wheatley still works there. There are different categories of information there. There's classified information. There's safeguards information. And there's sensitive, unclassified, non-safeguards, information called Sensitive Unclassified Non safeguards Information (SUNSI). Its information that's not just publicly available encompasses a wide variety of categories, personnel, privacy, attorney-client privilege confidential source, etc. This goes way beyond that, and the last section itself goes way beyond that. The wording that was used goes beyond that. Commissioner Young thinks that she was very conscious of the different levels of sensitive information and her colleagues were checking things. Commissioner Young stated that she thinks the Commission and herself need to look at themselves a little bit. Just because something's in a closed session that doesn't mean that it was legitimately there. Commissioner Young stated that she would be really interested in seeing what Mr. Best drafts next time around, because Commissioner Young does think this is just way too broad. Although actually lately Commissioner Young mentioned trump before, actually, lately, things have gotten out that shouldn't have gotten out the idea of a governmental entity being overly secretive about the information that it that is open to the public is not one that is generally looked upon favorably. There are all kinds of governments that we've known of over time, and even in the present that don't really represent governments of the people by the people for the people, and Commissioner Young thinks we need to in your rewriting. It would be good if you took that into account. This is not just the things that you referred to John Brooks. This is something that I've been very closely aware of, and that I'm very disturbed about the wording of this, and I would really hope that the next time around you could come back with something that is much more narrowly and appropriately written. that you'll reconsider saying anything said in a closed session. If it's inappropriately put in a closed session. That shouldn't be the standard. So, I'll let it go with that, and I'll be interested to see what you come back with.

Commissioner Chair Wheatley stated that the Commissioners have heard from Commissioner Young and the residents, and the Commission is clear that they need to adjust some of the language on the resolution document.

Mr. Best stated as an elected official. Your principal is the Commission and the Commission rules by majority, majority rules. If that Commission elects to go in the closed session and discusses something that was not appropriate foreclosure of a meeting. Then Commissioner Young is still not at liberty to disclose that closed session on it, because I mean. you're still subordinate to the decision of the majority of the Commission. And so, I would tread lightly on that, because I would say, typically 10%, 20% of what's discussed in a closed session. You know, bleeds into other the law, and what confines discussion to legislative versus administrative versus pre-decisional, there's always overlap and vagueness. But if the Commission, as a whole, decides to go into closed session. you can't just pick and

choose when you're going to abide by its wishes to close, and by closing the body is saying, what we're discussing here stays in here. It's confidential. And so that's the problem. It's a matter of being subordinate to as opposed to perfection.

Commissioner Chair Wheatley stated that conversation will be tabled and move on to the next agenda item. Thank you.

Sale of Used Public Works Equipment (Commission Discussion & Vote)

Commissioner Givens stated that the items listed, snowplow, truck, salt spreader, and electric buggies the town is looking to deadline some of them because they aren't utilizing them. There have been replacements for these items with newer and more efficient equipment. The items can be sold on Facebook Marketplace and if that becomes too cumbersome the town can take them to the county and put them through the county auction. The county would take a portion, and the town would have the remaining.

Ward 1:

No comment

Ward 2:

Commissioner Henderson inquired about the buggies and what condition they are in.

Commissioner Givens stated that one of them had issue while using it during the wintertime and taking off.

Commissioner Chair Wheatley asked, "are they electrical vehicles"?

Commissioner Givens stated yes, they were obtained through a grant, and he asked Mr. Best if it would be possible to sell them. Mr. Best expounded to say that at some juncture they've reached their service life, and you have the ability that you've gotten the use out of them, and you know, would satisfy the Grant once, and we bought those buggies. The other buggies can be used, and the other one can be sold

Ward 3:

Commissioner Chair Wheatley stated that she doesn't have an issue with getting rid of the salt spreader, snowplow and she asked what was wrong with the truck?

Commissioner Givens stated there are two other trucks and it's reached its life. The Town Manager asked if the town isn't utilizing it, why is it needed. There are things that are needed in the public works department. This would assist with offsetting the cost.

Commissioner Chair Wheatley inquired on what two trucks there were currently in the town hall.

Commissioner Givens replied that there is a White truck and the F 450 State Body truck with lift bed.

Commissioner Chair Wheatley inquired about the usage of the White truck.

Commissioner Givens stated that the white truck is to be used during the winter months and the electric buggies are to be used during the summer months.

Commissioner Chair Wheatley stated that she likes the two electrical buggies and prefers to keep those, however she doesn't mind getting rid of the salt spreader, snowplow and older model truck.

Ward 4:

Commented during the other wards.

At-Large:

Commissioner Brooks stated that he doesn't mind getting rid of things that aren't working because the town is paying insurance for these items. The white truck shouldn't be for special events because it's a work truck it's meant to be used for that. Commissioner Brooks stated that he supports getting rid of all the items including the electric buggies.

Commissioner Chair Wheatley stated that Commissioner Givens has his consensus.

Commissioner Givens stated that he would like to hear from Commissioner Young and Commissioner Henderson on the electric buggies.

Commissioner Young stated that she doesn't have an opinion it's whatever Commissioner Givens would like to do.

Commissioner Henderson stated that if one buggy was giving Commissioner Givens an issue than keep the best one out of the two. Commissioner Henderson also stated that he would prefer to have an inventory.

Commissioner Givens stated that the Town Manager is working on getting an inventory together. The items previously mentioned are reasonable items that Commissioner Givens would concede to getting rid of, and the other items are still in operational use for the town.

18. CCPD Patrolling (Commission Discussion)

Updates

Town Manager Update

The Town Manager mentioned that the upcoming elections on Monday May 5, 2025, and polls will open up from 2:00 PM-8:00 PM at the Town Hall. There are two candidates running, Julia Salsich and John Brooks. There will be a candidate meet and greet on Wednesday April 30, 2025, from 6:30 PM-8:00 PM. The Town Manager also wanted to remind the residents that the town will be hosting an Arbor day event, planting a tree that has been donated through Tree City, USA. The event will take place on Friday April 18, 2025, at the Town Hall. The Town Manager also mentioned the Easter extravaganza event that would be put forth by the Cottage City Police Department and the town which will be located at the Cottage City Park off Bunker Hill from 11:00 AM to 1:00 PM Saturday April 19, 2025.

Commissioner Brooks stated that on April 23, 2025, there will be the first Wine Down Wednesday and it will be at 6:30 PM at the Cottage City Gazebos in Town Hall. Commissioner Brooks stated that everyone is welcome to bring your own drinks, bring your own food. The dates are April 23rd, May 21st, June 18th, July 16th, and August 20th.

The Town Manager stated that there was a Cottage City Planning meeting and there will be another meeting April 24, 2025, at 6:30 PM- 8:00 PM and the town is looking for volunteers to get involved for Cottage City Day. There was a survey placed on constant contact, and it will be sent out again and the town would love everyone's feedback.

Commissioner Chair Wheatley asked if the Cottage City Day meeting can be hybrid?

The Town Manager stated that the meeting could be hybrid.

Public Comments

Anyone seeking to speak under Public Comments must sign in prior to the end of the Town Meeting. There is a 3-minute time limit. When you come up to speak, you will need to state your name, address, what organization that you represent and your topic of concern(s).

Adjournment

All meetings are subject to closure pursuant to the Maryland Open Meetings Act: 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 Commission retire to executive or closed sessions the Chair will announce the reasons, and a report will be issued at a future meeting disclosing the reasons for such closed session.

Motion to Adjourn the meeting at 10:37 PM

The motion was made by Commissioner Brook and seconded by Commissioner Henderson. There was a unanimous vote by the Commissioners. Young-Aye, Henderson-Aye, Wheatley-Aye, Givens-Aye & Brooks-Aye. Motion Passes no nays or abstentions.