



## TOWN OF FOREST HEIGHTS COUNCIL WORK SESSION

Monday, February 6, 2023  
5508 Arapahoe Drive,  
Forest Heights, MD 20745  
ForestHeightsFacebook

Zoom Meeting Registration link can be found on Forest Heights website:

### Agenda

- I. Call to Order
- II. Roll Call
- III. Moment of Silence
- IV. Pledge of Allegiance to the Flag of the United States of America
- V. Approval of Consent Agenda
  - a. Minutes from January 2, and January 18, 2023, meeting.
- VI. Approval of Main Agenda
- VII. Main Agenda
  - a. Resolution 12-23: A Resolution of the Mayor and Council of the Town of Forest Heights, Maryland approving the appointment of three (3) Ethics Commissioners
  - b. Resolution 13-23: A Resolution of the Mayor and Council of the Town of Forest Heights, Maryland formally appointing and confirming the appointment of new Election Board Members
  - c. Swearing in:
    - i. Ethics Commission
    - ii. Board of Elections
    - iii. Forest Heights Police Department
      1. Dominick Paige
      2. Kraig Webb
      3. Jason Willett
  - d. Council President Lilly update on 606 Modoc Property
- VIII. Public Period (2 Minutes)
- IX. Department Head Report Comments

## X. Legislation

- a. Resolution 10-23: A resolution of the Mayor and Council of the Town of Forest Heights, Maryland, to amend the job description for the public works supervisor and temporarily place the public works department under the supervision and authority of the Chief of Police.
- b. Resolution 11-23: Annexation plan, 10<sup>th</sup> extension, National view for the annexation of certain real property located generally south of and partially surrounded by the present corporate limits of the town of forest heights extending along, abutting to, and including unimproved property known as national view and formally known as the butler properties including parcels 26, 27, 32, 33, 35, 36 and 37 situated east of the Oxon Hill Farm and north of the Washington circumferential highway (i-95 & i-495 – capital beltway) located at and fronting upon bald eagle road as further depicted on tax map 95, grids f3 and f4 (account no.'s 17-121210731, 17-121210285, 17-121210715, 17-121210707, 17-121210681, 17-12121069) and lands of the Maryland state roads commission ("SRC" - part of tract 5-a and part of tract 5-b recorded at liber 2372, folio 613, and part of Butler to SRC recorded at 2516, folio 90 of the land records of Prince George's County) into the Corporate Territory of the Town Forest Heights.
- c. Annexation Resolution 01-2023: A resolution proposing the Annexation of certain real property located generally south of and partially surrounded by the present corporate limits of the Town of Forest Heights extending along, abutting to, and including unimproved property known as national view and formally known as the butler properties including parcels 26, 27, 32, 33, 35, 36 and 37 situated east of the Oxon Hill Farm and north of the Washington circumferential highway (I-95 & I-495 – Capital Beltway) located at and fronting upon bald eagle road as further depicted on tax map 95, grids f3 and f4 (account no.'s 17-121210731, 17-121210285, 17-121210715, 17-121210707, 17-121210681, 17-12121069) and lands of the Maryland State Roads Commission ("SRC" - part of tract 5-a and part of tract 5-b recorded at liber 2372, folio 613, and part of butler to SRC recorded at 2516, folio 90 of the land records of Prince George's County) into the corporate territory of the Town Forest Heights (the Tenth Extension); and providing for the terms and conditions of the annexation to the Town of Forest Heights; amending the charter of the Town of Forest Heights for the purposes of including the annexed property within the legal descriptions and plats depicting the corporate limits of the Town; and generally all matters related to said annexation.
- d. Resolution 14-23: A resolution authorizing the Mayor to enter into contract with Government Integrations Alliance and to authorize a purchase of services contract with Government Integrations Alliance for implementing subscription to provide an electronic parking citations, Maryland Public Information Act recording and responses, and code enforcement violations.
- e. Resolution 15-23: A resolution to approve a proposal and contract with Frontline Mobile Tech and White Dot Services, LLC for the Forest Heights Police Department in support of the Town of Forest Heights, MNCPP-PG, and Prince George's County Council District 8 youth and community programming.
- f. Resolution 28-23: A resolution to amend and correct the sums and amounts stated in emergency ordinance No. 04-22 for the Fiscal year Annual Budget beginning July 1, 2022 and Ending June 30, 2023.

- g. Resolution 29-23: A resolution to approve a maximum spending capacity for the Town of Forest Heights Black History Month Parade and authorize staff to expend youth program funding and youth grant program funding in support of the Town of Forest Heights, MNCPP-PG, and Prince George's County Council District 8 Youth and Community Programming.
- h. Resolution 30-23: A resolution to amend resolution 39-22 for the acceptance of a grant from the United States Police Canine Association, Inc., and the American Kennel Club for the purchase of a Bomb & Gun Detection Canine for the Town of Forest Heights Police Department.

XI. Ward I, Ward 2, Ward II and Mayor

XII. Closed Session

- a. Resolution 16-23: Personnel
- b. Resolution 17-23: Personnel
- c. Resolution 18-23: Personnel
- d. Resolution 19-23: Personnel
- e. Resolution 20-23: Personnel
- f. Resolution 21-23: Personnel
- g. Resolution 22-23: Personnel
- h. Resolution 23-23: Personnel
- i. Resolution 24-23: Personnel
- j. Resolution 25-23: Personnel
- k. Resolution 26-23: Personnel
- l. Resolution 27-23: Legal Advice

XIII. Adjournment



**TOWN OF FOREST HEIGHTS  
MINUTES MONDAY, FEBRUARY 6, 2023**

I. Call to Order

II. Roll Call

|  |   |  |
|--|---|--|
| a. Calvin Washington, Mayor                  | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |
| b. Robert Barnes, Councilman -- Ward I       | <input type="checkbox"/> Present            | <input checked="" type="checkbox"/> Absent |
| c. Troy Lilly, Council President – Ward I    | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |
| d. Clifton Atkinson, Councilman – Ward II    | <input type="checkbox"/> Present            | <input checked="" type="checkbox"/> Absent |
| e. Jonathon Kennedy II, Councilman – Ward II | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |
| f. Taunya Hines, – Councilwoman Ward III     | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |
| g. Paula Noble, Councilwoman – Ward III      | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent            |

III. Moment of Silence

IV. Pledge of Allegiance to the Flag of the United States of America

V. Motion to approve the Consent Agenda; seconded by CM Hines

a. Minutes from January 2, and January 18, 2023, meeting.

VI. Motion to approve the Main Agenda; Seconded by CM Kennedy, III

Resolution 12-23: A Resolution of the Mayor and Council of the Town of Forest Heights, Maryland approving the appointment of three (3) Ethics Commissioners. Motion to waive the full reading; Seconded by CM Hines; all in favor; Motion to adopt Resolution 12-23; Seconded by CM Hines; discussion; Town Attorney state that Mrs. Burnett should be remove and be replace Mrs. Lawson will now be the Chair for the Ethics Commissioners. Vote 5 Yes; 0 No; motion passed.

Resolution 13-23: A Resolution of the Mayor and Council of the Town of Forest Heights, Maryland formally appointing and confirming the appointment of new Election Board Members. Motion to waive the full reading; Seconded by CM Kennedy, II; all in favor; Motion to adopt Resolution 13-23; Seconded by CM Kennedy, II54321'; discussion; None. Vote 5 Yes; 0 No; motion passed.

Mayor Washington Swears in the Following Committee and New Police Officers  
Ethics Commissioners: Mrs. Lawson; Mrs. Stephens and Mrs. Spears  
Board of Election; Mr. Murphy; Mrs. Rowell and Mr. Lowery  
Police Officers; Dominick Paige; Kraig Webb and Jason Willett  
Council President Lilly update on 606 Modoc Property, Town will have an

VII. Public Period - None

VIII. Department Head Report Comments - None

IX. Legislation

Resolution 10-23: A resolution of the Mayor and Council of the Town of Forest Heights, Maryland, to amend the job description for the public works supervisor and temporarily place the public works department under the supervision and authority of the Chief of Police. Motion to waive the full reading; Seconded by CM Hines; all in favor; Motion to adopt Resolution 10-23; Seconded by CM Hines; discussion.

CP Lilly asks if we keep in mind that this is only a temporary solution, and he believe that we should do this. But a timetable should take place. The goal may be reached in 90 or 120 days, after which the training and skill-up goal will.

Town Attorney: It would be best to just include the phrase in the final resolution. To end with the duration of this temporary employee appointment is no longer than 90 days. Vote 5 Yes; 0 No; motion passed as amended.

- a. Resolution 11-23: Annexation plan, 10<sup>th</sup> extension, National view for the annexation of certain real property located generally south of and partially surrounded by the present corporate limits of the town of forest heights extending along, abutting to, and including unimproved property known as national view and formally known as the butler properties including parcels 26, 27, 32, 33, 35, 36 and 37 situated east of the Oxon Hill Farm and north of the Washington circumferential highway (i-95 & i-495 – capital beltway) located at and fronting upon bald eagle road as further depicted on tax map 95, grids f3 and f4 (account no.'s 17-121210731, 17-121210285, 17-121210715, 17-121210707, 17-121210681, 17-12121069) and lands of the Maryland state roads commission ("SRC" - part of tract 5-a and part of tract 5-b recorded at liber 2372, folio 613, and part of Butler to SRC recorded at 2516, folio 90 of the land records of Prince George's County) into the Corporate Territory of the Town Forest Heights. Motion to waive the full reading; Seconded by CM Hines; all in favor; Motion to adopt Resolution 10-23; Seconded by CM Kennedy, II; discussion; None. Vote 5 Yes; 0 No; motion passed.
- b. Annexation Resolution 01-2023: A resolution proposing the Annexation of certain real property located generally south of and partially surrounded by the present corporate limits of the Town of Forest Heights extending along, abutting to, and including unimproved property known as national view and formally known as the butler properties including parcels 26, 27, 32, 33, 35, 36 and 37 situated east of the Oxon Hill Farm and north of the Washington circumferential highway (I-95 & I-495 – Capital Beltway) located at and fronting upon bald eagle road as further depicted on tax map 95, grids f3 and f4 (account no.'s 17-121210731, 17-121210285, 17-121210715, 17-121210707, 17-121210681, 17-12121069) and lands of the Maryland State Roads Commission ("SRC" - part of tract 5-a and part of tract 5-b recorded at liber 2372, folio 613, and part of butler to SRC recorded at 2516, folio 90 of the land records of Prince George's County) into the corporate territory of the Town Forest Heights (the Tenth Extension); and providing for the terms and conditions of the annexation to the Town of Forest Heights; amending the charter of the Town of Forest Heights for the purposes of including the annexed property within the legal descriptions and plats depicting the corporate limits of the Town; and generally all matters related to said annexation. Motion to waive the full reading; Seconded by CM Hines; all in favor; discussion to place and public hearing schedule for April 19, 2023.
- c. Resolution 14-23: A resolution authorizing the mayor to enter into contract with Government Integrations Alliance and to authorize a purchase of services contract with Government Integrations Alliance for implementing subscription to provide an electronic parking citations, Maryland Public Information Act recording and responses, and code enforcement violations. Motion to waive the full reading; Seconded by CM Hines; all in favor; discussion; Mayor wish to place Resolution out on bid; Mayor Washington motion to table resolution all in favor motion passed to table. 4 Yes, 0 No; 1 Abstain.
- d. Resolution 15-23: A resolution to approve a proposal and contract with Frontline Mobile Tech and White Dot Services, LLC for the Forest Heights Police Department in support of the Town of Forest Heights, MNCPP-PG, and Prince George's County Council District 8 youth and community programming. Motion to waive the full reading; Seconded by CP Lilly; all in favor; Motion to adopt Resolution 15-23; Seconded by CP Lilly; discussion; Mayor Washington stated that this town has purchase a bus and they would like to wrap the bus that under the program he also mentions that the resolution is a two-part quote. The original front line was \$14,000 and some change. And then Mr. Town Administrator Mr.

O'Connor went back to the vendor and renegotiated, took a few things off, and lowered the price. And we're now at this new quote of \$9,937 for frontline.

Mayor Washington suggests that the bus be colorful, and they see the artwork before it's done.

CM Noble requested that the bus not have the police seal on it, but instead be painted in the town's colors.

CM Kennedy, II queries will the bus be used for all activities, or will it only be for the power program?

Mayor Washington stated that the bus is for all activities.

Vote 5 Yes; 0 No; motion passed.

- e. Resolution 28-23: A resolution to amend and correct the sums and amounts stated in emergency ordinance No. 04-22 for the Fiscal year Annual Budget beginning July 1, 2022, and Ending June 30, 2023. Mayor read the full Resolution 28-23; Mayor motion to adopt Resolution 28-23; discussion.

Town Financial Consultant Mrs. Dorsey stated that in the 3rd whereas after Grants from Prince George's County, {and has transitioned vendors for Automated Enforcement} be removed. She also suggests that the sentence that the treasury is authorized to create or amend line items to establish the following project to be added {budget to include for revenue and equal of expenses} to this sentence.

Town Administrator Mr. O'Connor said we might not receive an award letter, but we will receive some kind of communication that we have secured these grants.

Mayor's Washington, statement that we would adjust the budget after receiving the following award documents for the programs listed below, per the treasurer's advice. Youth and Community Program PG Local Impact for the 475,000, Community Maintenance & Beautification MNCPP-PG \$100,000, and Community Maintenance and Beautification PG Local Impact for the \$440,000 have all received grant letters totaling \$100,000. Vote 5 Yes; 0 No; motion passed with the contingency of received the award letters.

- f. Resolution 29-23: A resolution to approve a maximum spending capacity for the Town of Forest Heights Black History Month Parade and authorize staff to expend youth program funding and youth grant program funding in support of the Town of Forest Heights, MNCPP-PG, and Prince George's County Council District 8 Youth and Community Programming. Motion to waive the full reading; Seconded by CP Lilly; all in favor; Motion to adopt Resolution 29-23; Seconded by CP Lilly; discussion.

CP Lilly, this project will be covered by the MNCPP-PG award, and because the money is tied to the fiscal year, it must be used by June 30, 2023. To establish connections with the neighborhood and organizations, as well as to engage the locals in key areas, we hired a youth coordinator. We are making the decision to organize the parade in order to help us raise awareness of the programs and to serve as a gathering place for residents of our town and the surrounding area. Vote 5 Yes; 0 No; motion passed.

- g. Resolution 30-23: A resolution to amend resolution 39-22 for the acceptance of a grant from the United States Police Canine Association, Inc., and the American Kennel Club for the purchase of a Bomb & Gun Detection Canine for the Town of Forest Heights Police Department. Motion to waive the full reading; Seconded by CM Hines; all in favor; Motion to adopt Resolution 30-23; Seconded by CM Kennedy II; discussion.

Mayor Washington stated that the Grant is a recurrent one.

Chief Rease stated that the only change is the vendor is being change to and local vendor in Maryland Vote 5 Yes; 0 No; motion passed.

X. Ward I,

CP Lilly invite everyone to the Black History Parade & Block Party event and mention the Economic Empowerment Series from March 4-April 1 every Saturday from 10-12:00PM Saving Budgeting & Credit Scores, Investing, Insuring Life & Long Term Care, Planning, Starting & Exiting a Business, Planning for and Protecting Home Ownership, Generational Asset Protection and Transfer

Ward 2,

CM Kennedy II stated the youth and young adult symposium, ages 16 to 24, will be held on February 28th from 3 to 7 at the Southern Regional Technology and Recreation Complex.

Ward 3,

CM Noble, stated that At-Large Member Mal Franklin will conduct a number of events, the first of which will be on February 8 at 7:00 p.m. and will focus on carjacking and youth crime.

According to CM Noble, At-Large Member Mal Franklin

Mayor

Mayor Washington mention that it is election time and please come out and vote on March 8, 2023, we have some new candidate.

Motion by Mayor Washington to enter a Closed Session: seconded by CM Kennedy II

**Motion by Mayor Washington to enter a Closed Session; seconded by CM Kennedy II**

For a meeting closed under the statutory authority cited:

(1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

(7) To consult with counsel to obtain legal advice

Time of closed session: 9:19 pm

Place: Town Hall, 5508 Arapahoe Drive Forest Heights MD

Back in session closed at 10:30pm.

Purpose(s): To consult with counsel to obtain legal advice.

Members who voted to meet in closed session: CM Lilly, CM Kennedy II, CM Hines, CM Noble and Mayor Washington

Persons attending closed session: CM Lilly, CM Kennedy II, CM Hines, CM Noble and Mayor Washington, Attorney Best, A/Town Administrator, Shelley Dorsey, Mr. O'Connor, Chief Rease, Capt. Jones, and Town Clerk Mrs. Hawkins.

Authority under meeting cited above:

Actions taken: To review the resolution's.

Each recorded vote: None

- a. Resolution 16-23, Motion to adopt Resolution 16-23; Seconded by CM Kennedy, II; discussion; motion passed with amendment. Vote 5 Yes; 0 No.
- b. Resolution 17-23,18-23,19-23, 21-23,22-23,24-23, Motion to adopt Resolution 17-23,18-23,19-23, 21-23,22-23,24-23; 27-23 Seconded by CM Hines; discussion; None; motion passed Vote 5 Yes; 0 No.
- c. Resolution 25-23, Motion to adopt Resolution 25-23; Seconded by CM Kennedy, II; discussion; motion passed with amendment. Vote 5 Yes; 0 No;

XI. Adjournment 11:08pm