



TOWN OF LA PLATA
Town Council Minutes
November 12, 2024, 6:00 PM
Regular Meeting

PRESENT: Mayor Jeannine James
Councilman, Ward I David Winkler
Councilman, Ward II Matthew Trollinger
Councilman, Ward IV David Jenkins

ABSENT: Councilwoman, Ward III Bryant-Ward

TOWN STAFF: Jay Gullo, Town Attorney
Michelle Miner, Assistant Town Manager
Karina Larsen, Town Treasurer
Carl Schinner, Chief of Police
Monica Kennedy, Director of Human Resources
Danny Wood, Director of Public Works
Melinda Adams, Stormwater Manager
Kirk Parks, Wastewater Superintendent
Martha Tennison, Accounts Manager
Celia Craze, Planner (virtual)
Matthew Norris, La Plata Police Department (virtual)
Kelly Phipps, Interim Town Clerk

GUESTS: See Roster

1. Call to Order

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

Join on your computer, mobile app, or room device.

[Join the Meeting](#)

Meeting ID: 239 407 032 347

Passcode: vEFjZB

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In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act),

notice is hereby given that a portion of this meeting will be held in closed session.

Mayor James called the meeting to order at 6:00 PM.

1.2. Roll Call

The Interim Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Motion to approve the meeting agenda as presented.

Moved By: David Winkler, seconded by David Jenkins.
Councilman, Ward I Winkler moved to Approve.

Passed Unanimously

2. Approval of Minutes

2.1. Approval of minutes from the Special Meeting on October 29, 2024.

Motion to approve the minutes of the Special Meeting on October 29, 2024, as presented.

Moved By: David Winkler, seconded by David Jenkins.
Councilman, Ward I Winkler moved to Approve.

Passed Unanimously

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

Jenna Warman spoke on the subject of backyard chickens.

4. Matters of Information

4.1. Pension Plan Update (Kennedy)

Director Kennedy provided a status update on the pension plan in development and answered questions from the Town Council. The Town Council reached a consensus that representatives of AmRET and USI [Consulting Group] should present their proposed plans to the Town Council. Director Kennedy will extend invitations to AmRET and USI.

5. Matters of Council Discussion

5.1. Water Meter Setter Purchase (Wood)

The Town Council reached a consensus to proceed with legislation.

5.2. Inspections Department Vehicle Purchase (Mosrie)

The Town Council reached a consensus to proceed with legislation.

5.3. Willow Lane Pump Station Maintenance (Parks)

The Town Council reached a consensus to proceed with legislation.

5.4. Tilghman Lake Settling Basins (Adams)

The Town Council reached a consensus to proceed with legislation.

5.5. Fiscal Year 2024 Financial Plan/Budget Amendment (Larsen)

The Town Council reached a consensus to proceed with legislation.

6. Legislation

6.1. Resolution 24-23 Water Meter Setter Purchase (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Water Meter Setter Purchase

FOR the purpose of authorizing the Chief Executive Officer to enter into a contract purchase agreement for the purchase of water meter setters; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-23.

Motion to adopt Resolution 24-23 as presented.

Moved By: Matthew Trollinger, seconded by David Jenkins.
Councilman, Ward II Trollinger moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

Passed

6.2. Resolution 24-25 Inspections Department Vehicle Purchase (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Inspections Department Vehicle Purchase

FOR the purpose of authorizing the Town Manager to enter into a contract agreement for the purchase of one (1) 2024 Chevrolet Silverado 1500 Truck for use by the Inspections Department for code enforcement and inspection activities; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-25.

Motion to adopt Resolution 24-25 as presented.

Moved By: David Jenkins, seconded by Matthew Trollinger.
Councilman, Ward IV Jenkins moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

6.3. Resolution 24-24 Willow Lane Pump Station (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Willow Lane Pump Station Maintenance

FOR the purpose of authorizing the Chief Executive Officer to enter into a contract agreement for the cleaning of accumulated fats, oil, and grease from Pump Station Wet Well, and the hauling and disposal of said accumulation; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-24.

Motion to adopt Resolution 24-24 as presented.

Moved By: David Jenkins, seconded by David Winkler.
Councilman, Ward IV Jenkins moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

6.4. Resolution 24-26 Tilghman Lake Settling Basins (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Tilghman Lake Park Settling Basins

FOR the purpose of authorizing the Chief Executive Officer to enter into a contract service agreement for the creation and maintenance of settling basins at Tilghman Lake Park; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-26.

Motion to adopt Resolution 24-26 as presented.

Moved By: David Jenkins, seconded by David Winkler.
Councilman, Ward IV Jenkins moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

Passed

- 6.5. Ordinance 24-18 Fiscal Year 2025 Financial Plan/Budget Amendment (1st Reading; For Introduction)

AN ORDINANCE concerning

**Amendment to Town of La Plata Fiscal Year
2024 Financial Plan/Budget – 2023 Series Bonds**

FOR the purpose of amending the Town of La Plata Fiscal Year 2024 (FY24) Financial Plan/Budget to reflect the activities of the 2023 Series Bonds; and all matters generally relating thereto.

The Assistant Town Manager introduced Ordinance 24-18.

7. New Business

7.1. Reports from the Mayor and Town Council

- Councilman Winkler reported that the Historic Preservation Commission will meet on Friday [November 15, 2024] and extended congratulations to the La Plata High School Cross Country team on their recent accomplishments.
- Councilman Trollinger had no report.
- Councilman Jenkins reported that the Parks and Recreation Commission will meet virtually on Wednesday [November 13] at 7:30 AM.
- Mayor James congratulated Chief Schinner on eleven years of service in the La Plata Police Department and commended Colleen Wilson for a successful Veterans Day parade. Mayor James also encouraged the community to support the local businesses during Shop Small Saturday on November 30, 2024.

8. Motion for a Closed Session

- 8.1. Statutory Authority to Close Session: § 3-305(b)(7) To consult with counsel to obtain legal advice on a legal matter.

Topic: To obtain legal advice for potential litigation.

Motion to conduct a Closed Session upon adjournment of the Open Meeting under statutory authority 3-305(b)(7), to consult with counsel to obtain legal advice on a legal matter. Topic: To obtain legal advice for potential litigation.

Moved By: David Winkler, seconded by David Jenkins.

Councilman, Ward I Winkler moved to Approve.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

Passed

9. Adjourn

9.1. Adjournment

Mayor James adjourned the open meeting at 6:50 PM.

Submitted by:

Kelly G. Phipps, Interim Town Clerk