

**Village of Martin's Additions
7013 Brookville Road, Suite B
Chevy Chase, MD 20815**

Council Meeting Minutes

June 23, 2022

VIA ZOOM CONFERENCE CALL

Council Members Present: Andrew Kauders; Susan Fattig; Arthur Alexander; Katie Filipczyk Howard; Jeff Blander; Village Manager: Niles Anderegg; Manager Assistant: Martha Fessenden; Building Administrator: Doug Lohmeyer

Residents and other Attendees: Keith Allen (Turner Ln.); Marty Langelan (Chestnut St.); George McAleese (Melville Pl.); Lorie Mitchell (Delfield St.)

7:32 PM Call to Order: The meeting was called to order by Andrew Kauders.

Keith Allen (Turner Ln.) gave the weather report.

7:34 PM Building Administrator's Report: Lohmeyer

The Village Council received Building Administrator Lohmeyer's report on ongoing building projects in the Village (see attached).

7:36 PM Opportunity for Council to Hear Residents' Comments: Kauders

Marty Langelan (Chestnut St.) congratulated the winners of the Council election and asked about the work being done at Taylor St. Niles reported that he met with the County about potential improvements to the storm water drains on Brookville and Taylor. When VMA receives more information from the County, that information will be made available to residents. Marty asked if there could be an opportunity for residents to comment on plans and about whether the Village would be setting up an emergency alert system. Niles is investigating the feasibility of using Constant Constant's SMS capabilities for this purpose. Marty further inquired about adding phone calls for residents who do not get electronic mail. Andrew stated that an effective alert system will require reporting out by members of the community. Marty also commented that the residue left by the water in the intersection of Brookville Rd. and Taylor was slippery and dangerous. Niles noted that while the Village cleans Taylor Rd., the state is responsible for cleaning up that intersection and that he has contacted the state about the condition of the intersection. Andrew noted the Village is having conversations with the state and county about drainage issues on Taylor St.

7:49 PM Committee Updates

Community Engagement Committee

Chair Keith Allen reported that everything is lined up for the July 3rd event. Niles said that the Village contracted with the same vendors as last year. Andrew Kauders, who will not be able to attend due to travel plans, thanked Keith, the committee and Niles for their work

Election Committee

Andrew Kauders congratulated Susan Fattig, Arthur Alexander, and Jeff Blander on their reelection and also thanked Ben Dunford and Marty Langelan for running for office. Chair George McAleese thanked Niles, the volunteers, and the candidates for participating in the election. He reported that the Election Committee will hold a public listening session to discuss lessons learned to hand over to next year's Election Committee. George encouraged anyone unable to attend this session to email him with their observations. George noted that the election had the third highest level of participation. Jeff thanked George for his work on the election. Andrew thanked George and the entire committee.

Ethics Committee

Chair Lorie Mitchell reported that the Ethics Committee held its final meeting to review and finalize their year-end report. Highlights from the report include: the Committee received no ethics complaints this year; for the first time, an ethics training program was offered for committee members; the conflict-of-interest forms were reviewed and from that an SOP was developed; the committee considered and rejected recommending a prohibition against Council member endorsements of candidates for Council positions; and the Committee recommended amending the Village Code to create staggered terms for Ethics Committee members. She thanked her fellow committee members, Council liaison Katie Filipczyk Howard, and Niles for their work. Andrew and Katie complimented Lorie on her leadership of the committee.

8:03 PM Public Hearing and Possible Adoption of Ordinance 2022-4-1 to Create Staggered Terms for Ethics Committee Members

Ethics Committee Chair Lorie Mitchell described how the Ethics Committee came up with their recommendation that the Village Code be changed to create staggered terms for members of the Ethics Committee to ensure continuity of institutional knowledge. Andrew asked about the number of members on the Ethics Committee. Lorie replied that the committee viewed three members as adequate. Niles noted that changing the language or the ordinance to include a specific number of members would require an amendment to the proposed ordinance. Susan Fattig spoke in support of setting the committee size at three. Katie agreed that three seemed the optimal size based on this year's experience.

Marty Langelan spoke in agreement that procedurally, the clock does not restart when there is a minor change in wording of a resolution.

MOTION: Arthur Alexander moved to strike "a minimum of three" from Ordinance 2022-4 and substitute the words "composed of three members"; seconded by Susan Fattig. Motion passed (4 for, 0 against; Jeff Blander not present).

MOTION: Susan Fattig moved to adopt Ordinance 2022-4-1 as amended to create staggered terms for Ethics Committee members; seconded by Katie Filipczyk Howard. Motion passed (4 for, 0 against, Jeff Blander not present).

8:15 PM Discussion and Possible Approval of Committee Guidelines: Alexander

Arthur Alexander reviewed the revised draft of the committee guidelines. He noted that Jeff Blander had suggested including a procedure for amending guidelines but in Arthur's view, the guidelines could be amended by the Council at any time. Susan Fattig spoke in support of the revised version and suggested one change that specifies that Council members should not serve

as liaison to either the Election Committee or the Ethics Committee in a year when they may be running for reelection. Arthur and Katie both agreed with that change. Andrew commended Arthur for his work and Jeff for his suggestions. Marty Langelan also commended Arthur for his work and for the listening session that he held. She suggested a revision that would require a meeting format that permits resident comments throughout all meetings. Andrew Kauders expressed support for Marty's suggestion because it helps residents stay engaged and feel heard. Lorie Mitchell spoke against the suggestion and argued for leaving the format up to the discretion of the committee chair. George McAleese agreed with leaving out a requirement for open comment throughout a meeting since, in his view, that could be disruptive and committees might need some flexibility to get work done. Andrew acknowledged that Council meetings are different from committee meetings and that committee meeting chairs might need more flexibility. Arthur read the specific wording in his current draft that calls for committee chairs to invite the public to attend meetings and to provide some opportunity for them to speak. Katie noted that this issue came up at a session on effective meetings at MML's recent conference. Among the options covered at the session was including specific time on an agenda for comments on non-agenda items as well as agenda items. Arthur noted that the Village could not limit participation at meetings to residents. Niles agreed and added that the Village cannot legally ask participants to give their addresses. Marty reiterated her view of the importance of resident input and urged the Council not to assume that committee members have all the knowledge or experience that they need. Andrew expressed support for giving chairs some wiggle room. Lorie noted that this year the Ethics Committee conducted its business by soliciting comments in advance of the meeting, publishing agendas and timely minutes, and providing a resident comment period, and these practices allowed them to accomplish a lot without complaints in meetings that did not go over an hour. She recommended that the Council strike a balance between listening to residents and moderating the time of volunteers. George commented that Election Committee meetings were run flexibly with comments at the start and end of some meetings, and opinion solicited throughout at others. The Community Engagement Committee generally heard from residents at the top and bottom of the meeting.

Motion: Susan Fattig moved to adopt the committee guidelines; seconded by Katie Filipczyk Howard. Motion passed (4 for, 0 against, Jeff Blander not present).

8:42 PM Financial Matters, including Treasurer's Report: Alexander

The Village Council received the Treasurer's report (see attached). Arthur Alexander described the Village's finances as good. VMA's spending is below budget and no budget amendments are required at this point. In Arthur's view, a recession is most likely coming so the Village's revenues may fall and this year's surplus will serve the Village in good stead.

8:44 PM Manager's Report: Anderegg

The Village Council received the Manager's report (see attached). Niles met with various state officials at the MML conference about ongoing projects and issues in the Village. Niles reminded everyone to respond to the poll about email addresses for the new Resident Directory. The Village Office is considering new software to streamline processing of permits and a possible "refresh" of the Village website with new capabilities for items such as forms. Marty Langelan asked about the possibility of an online resident directory. Niles responded that he is exploring this. Using the website as a portal for an online directory would be very expensive but the Office is looking into other software for this purpose and also examining what policies would need to be in place. Marty also asked about the status of gas line checks by Washington Gas. Niles

reported that they were checking on gas lines on Taylor St. today and he has been advocating for them to check on Turner Lane as well. They do not provide written reports to the Village on their results. Niles noted that Washington Gas checks on lines when a resident reports an issue, on a rotating basis as part of their own internal check of their inventory; and when residents make changes to appliances or homes. The Village also asks Washington Gas to be proactive. Niles urged residents to contact Washington Gas if they have any concerns as Washington Gas pays attention to customer complaints and concerns.

9:03 PM Adjournment

Motion: Arthur Alexander moved that the meeting be adjourned; seconded by Susan Fattig. Motion passed (4 ayes, 0 nays, Jeff Blander not present).