

Chevy Chase Village Board of Managers' Meeting

May 14, 2018

Note: These minutes reflect the Board's actions only, and do not include remarks made by members of the Board of Managers, Legal Counsel, Village Staff or others in attendance.

BOARD OF MANAGERS

Michael L. Denger, Chair	Absent
Elissa A. Leonard, Vice Chair	Present
David L. Winstead, Secretary	Present
Minh Le, Assistant Secretary	Absent
Gary Crockett, Treasurer	Present
Robert C. Goodwin, Jr., Assistant Treasurer	Present
Richard M. Ruda, Board Member	Present

STAFF

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Ellen Sands, Municipal Operations Coordinator	Present
Demetri Protos, Finance Director	Present
Simone Kolnik, Administrative & Constituent Services Assistant	Present

COUNSEL

Suellen M. Ferguson, Village Counsel	Present
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Elissa A. Leonard, Vice Chair of the Board of Managers, called the meeting to order at 7:34 p.m.

Approval of Minutes from the Board's Regular Monthly Meeting: April 9, 2018

Minutes of the Board's regular monthly meeting held on April 9, 2018 were circulated to the Board prior to the meeting.

Mr. Winstead moved to approve the minutes of the Board of Managers' regular monthly meeting held on April 9, 2018, as drafted. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Winstead and Mr. Ruda voted in favor of the motion. Mr. Goodwin had not yet arrived. The motion passed.

Mr. Goodwin arrived at 7:36 p.m.

Treasurer's Report

The Treasurer's Report was distributed to the Board and posted to the Village website prior to the meeting. Discussion followed. *No formal action was taken by the Board.*

Special Permit Request

- **A-7316: Ms. Julie Fletcher and Ms. Linda McElligott on behalf of JL Property Ventures, LLC, 6300 Brookville Road**

Install a wood picket fence with gate in the Brookville Road public right-of-way, the fence posts of which will measure a maximum of four (4) feet in height with sections of scalloped picket fencing and one gate varying in height between three and one-half (3 ½) feet and four (4) feet at its maximum height. The fence will run parallel with Brookville Road, which has no sidewalk or curb at this location, and will be located three (3) feet from the nearest edge of the street.

The Special Permit Request was withdrawn by the applicants. No Board action was taken.

Mr. Winstead left the meeting at approximately 7:55 p.m.

Matters Presented for Board Consideration and Possible Action

- **12 Hesketh Street: Installation of a Pipe through the Hesketh Street Public Right-of-Way to connect to the storm drain inlet.**

Mr. Crockett moved to authorize the Village Manager to enter into an agreement, in substantially the form provided and subject to final approval by Village Counsel, for the connection of a sump pump discharge pipe from 12 Hesketh Street to a storm drain inlet located approximately ninety-two (92) feet to the west of the property. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

- **Contract Authorization Requests:**

- Audit Services Contract

Mr. Crockett moved to AUTHORIZE the Village Manager to enter into a contract with Lindsey + Associates, LLC, in substantially the form provided, to perform independent auditing services beginning with the FY2018 audit through the FY2020 audit. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

- Repairs to the Village Hall Public Works Yard Wall Caps and Piers and Replacement Fencing.

Mr. Goodwin moved to authorize the Village Manager to enter into a contract with Priority Construction Corporation, in substantially the form provided, to provide repairs to the Village Hall Public Works Yard wall caps and piers and replacement fencing. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

Commission & Committee Matters

- **Tree Ordinance Board**

- Board reappointment of Michael Holland (Oliver Street) to serve as a member, term exp. April 2021
- Board reappointment of Aaron Kramer (West Irving Street) to serve as an alternate member, term exp. April 2020
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Mr. Crockett moved to reappoint Michael Holland (Oliver Street) as a member and Aaron Kramer (West Irving Street) as an alternate member of the Tree Ordinance Board, both serving three-year terms. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed.

Police Report

The Police Report was distributed to the Board and posted on the Village website prior to the meeting. Discussion followed. *No formal action was taken by the Board.*

Manager's Report

The Manager's Report was circulated to the Board prior to the meeting. *No formal action was taken by the Board.*

Ms. Davis-Cook discussed with the Board creation of a memorial bench policy. The Board asked Ms. Davis-Cook to create a policy that assesses a flat rate for residents to have a bench dedicated in memory/honor of someone. The policy will be submitted for Board review and discussion at its June 11 regular monthly meeting.

Adjournment

Mr. Crockett moved to adjourn the meeting. Mr. Ruda seconded the motion. Ms. Leonard, Mr. Crockett, Mr. Goodwin, and Mr. Ruda voted in favor of the motion. The motion passed. The meeting adjourned at 8:22 p.m.

Attested by: Shana Davis-Cook, Village Manager

Final.