

*Citizens Committee for the Enhancement of Communities Surrounding  
Baltimore/Washington International Thurgood Marshall Airport*

**Meeting Minutes  
June 3, 2020**

**Attending**

Dana Carrington  
Marjorie Deschenes  
Howard Johnson  
Ron Looper  
Kevin Plessner  
Barbara Morgan  
Ben Olson  
Michelle Christoffers  
Brittany Janowski  
Darline Terrell-Tyson  
Bruce Rineer  
Karen Harrell  
Royce Bassarab

**Representing**

Timber Ridge HOA  
Provinces Civic Association  
Greater Elkridge Community Association  
Elmhurst Improvement Association  
Linthicum-Shipley Improvement Association  
Glen Burnie  
Greater Ferndale Community Civic Association  
MDOT, Office of the Attorney General  
MDOT, Office of the Attorney General  
MDOT MAA, Office of Environmental Services  
MDOT MAA, Office of Environmental Services, Noise Section  
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**Absent**

Rodney Jones	Severn Improvement Association
Charles Kiessling	Glen Burnie Improvement Association
Gary Simmons	Glen Burnie
Mary DesChamps	

**Discussion**

1. Due to restrictions on in-person gatherings associated with the novel coronavirus, the June 3, 2020 meeting was held virtually via Microsoft Teams. Chairperson Ron Looper called the meeting to order at 6:05 p.m.
2. Chairperson Looper asked the committee to review the February 26, 2020 meeting minutes. A motion was made by Kevin Plessner and seconded by Barbara Morgan to accept the February 26, 2020 meeting minutes. Meeting minutes were accepted by a vote of 7-0.
3. Administrator's Report: Bruce Rineer provided the Committee an update on the budget. He highlighted the total fiscal year 2020 budget, with the amount awarded to date, and the remaining amount in the budget for fiscal year 2020. Mr. Plessner inquired if the remaining budget was sufficient to award all three grants under consideration, and Mr. Rineer responded that it was not. Chairperson Looper inquired as to the process if the first two grant applications were approved for recommendation. Michelle Christoffers explained that if the first two applications under consideration were recommended, the Committee could either stay the vote on the third until the following meeting, or deny the application due to insufficient funds and request resubmission for the next meeting in the next fiscal year.

4. **Grant Application 20-21 (Orchard Club Condo Association – Concrete Repairs)** was introduced for discussion. The Orchard Club Condo Association is requesting funding for extensive concrete repairs. Mr. Plessner moved to deny the application, seconded by Ms. Morgan. Mr. Plessner explained that he visited the site and noted that the pictures provided in the application were not of a high quality to support recommending this application. Mr. Plessner presented to the Committee pictures he took on a site visit and noted that the project seems more of a beautification project than reflecting actual need. Marjorie Deschenes said she saw issues in the streets rather than the sidewalks, and that she has visited the site based on previous submissions. In her opinion the steps in interior areas are what she considers bad shape, but that is not reflected in this application. Chairperson Looper noted that the lack of detail in the application and site visits do not support the repairs they are requesting.

By a unanimous vote (7-0) Grant Application 20-21 was denied for recommendation.

5. **Grant Application 20-22 (Linthicum-ShIPLEY Improvement Association Medora Road – Sidewalk)** was introduced for discussion.

Mr. Plessner recused himself from the discussion of this grant application as it was submitted under his name on behalf of the Linthicum-ShIPLEY Improvement Association. The grant application is for sidewalk replacement in front of one property on Medora Road that was not previously replaced as part of a separate grant agreement; the sidewalk is used to reach the church/daycare. Ms. Deschenes moved to approve for recommendation the grant application in the lower amount, seconded by Ms. Morgan. The Committee noted that grant applications for other sections of the same sidewalk have been approved in the past and the work has been completed. The pictures included in the application were of high quality and support recommending this application.

The Committee voted by a margin of 6-0 (with one recusal) to approve for recommendation Grant Application 20-22.

6. **Grant Application 20-23 (Olde Mill Condominium Association - Valleywood sidewalk at 515-542)** was introduced for discussion.

The Committee discussed the application for sidewalk repair used by homeowners to reach the parking lot. Ms. Deschenes moved to approve for recommendation the grant application for the lower amount, seconded by Mr. Plessner. It was noted that the grant application was basic in terms of the details provided. Ms. Deschenes visited the site and confirmed that repair is warranted. Entire section could stand to be replaced; noting that the area is an old, well-worn sidewalk. Mr. Plessner noted that the application may include a typo as all properties are even numbered properties, which was further supported by the contractor bid. The proposed repair begins at 512, rather than 515. Chairperson Looper noted that the application included a certificate of good standing more than a year old. Ms. Christoffers noted that if the committee is inclined to recommend for approval, that the Committee could vote to approve subject to receiving an updated certificate of good standing.

Ms. Deschenes amended her original motion to move to approve for the lower amount, subject to the community submitting an updated certificate of good standing, again seconded by Mr. Plessner. By a unanimous vote (7-0) Grant Application 20-23 was approved for recommendation subject to receipt of an updated certificate of good standing.

7. Chairperson Looper asked if there was any Old Business.

None.

8. Chairperson Looper asked if there was any New Business.

Both Ms. Christoffers and Ms. Janowski will be on leave for the next meeting. Another MDOT attorney will be present.

The first quarter 2021 meeting is scheduled for August 26<sup>th</sup>.

Chairperson Looper reminded the Committee that elections may be in order, and that he was willing to step aside if any other Committee member was interested. Mr. Plessner indicated he is still willing to take on that role. Chairperson Looper expressed reservations on holding elections during this meeting as not all Committee members are present. The Committee decided to defer elections until the August meeting, requesting that advance notice of this topic should be provided prior to the meeting.

Mr. Rineer inquired as to whether 6:00 p.m. is still an appropriate meeting time considering that many employees are teleworking. However, the Committee membership includes members who continue to commute to the office, thus the meeting time will remain 6:00 p.m.

Mr. Johnson inquired as to the amount of funding available in the next fiscal year. Mr. Rineer indicated he would have that information for the next meeting.

The Committee appreciated MDOT MAA's effort to conduct this meeting virtually.

9. A motion to adjourn the meeting was made by Mr. Plessner and was seconded by Mr. Johnson. The meeting was adjourned at 7:10 p.m. by Chairperson Looper.