

**MAYOR AND CITY COUNCIL  
CITY OF SEAT PLEASANT  
SPECIAL MEETING  
WEDNESDAY, APRIL 16, 2014  
5:30P.M.**

**1. OPENING**

**1.1.1 Call to Order**

Council President Yeargin called the meeting to order at 5:43p.m.

**1.1.2 Roll Call**

Present: Mayor Eugene Grant (Absent), Councilmember Johnie Higgs, Sr., Councilmember Eugene Kennedy, Councilmember Kelly Porter, Councilmember Gerald R. Raynor, Sr., Councilmember Elenora Simms, Councilmember Aretha Stephenson (Late), Councilmember Reveral Yeargin

**2. PRESENTATIONS:**

- None

**3. MEETING TOPICS:**

**3.1.1. Police Department Modular Building**

- Ms. Gatling stated that they had a meeting with Modular Solutions today and the City is in preparation.
- Ms. Gatling stated that the Public Works Department has begun to level the lot.
- Ms. Gatling stated that when Miss Utility had come out and was marking across the street from the lot the markings were accurate, as the lot does not have utilities.
- Ms. Gatling stated that the water, sewer and electric is at approximately \$70,000.
- Ms. Gatling stated that the City will be required to get permits for the building. The company will submit the plans to the State for approval, but the City will need to go to the County for the permits.
- Ms. Gatling stated that the water and the electric lines will be running from Addison Road.
- Councilmember Porter inquired if they had verified if the lines from Eads Street will be amenable.

- Ms. Gatling stated that Eads Street is too far from the property, and they had stated that the easiest line and route is from Addison Road.
- Ms. Gatling stated that the lot does not have water, gas, electric or sewer on the property.
- Ms. Gatling stated that when the County moved the old Police Lot they tapped the lines out.
- Chief Cotillo stated that the old police building has a had a basement.
- Ms. Gatling stated that she would like to spend the money from the City Administrator contingency and we will prepare a budget amendment for the May meeting to transfer the funds back.
- Ms. Gatling stated that they require for the land to be leveled and the utility lines will be installed before they deliver the building on Monday, May 12, 2014.
- Ms. Gatling stated that the City will begin to work on the permits before delivery, as it is a long process.
- Ms. Gatling stated that if they had not ordered the building before Seat Pleasant Day, it will not be delivered.
- Ms. Gatling stated that the City Attorney is currently reviewing the contract for the building.
- Councilwoman Stephenson inquired of the lighting around the building.
- Ms. Gatling stated that she will need to review the plans with Mr. Thompson.
- Ms. Gatling stated that they had discussed the security, as it is so many ways to get on the lot.
- Ms. Gatling stated that they may want to take a trip to the lot, as it is open and they were discussing fencing. However, adding the fence may not be attractive.
- Ms. Gatling stated that Chief Cotillo feels that the building is bullet proof and he's not concerned.
- Councilmember Yeargin stated that it is 15 acres of land, but the concern is the bathroom in Goodwin Park.
- Ms. Gatling stated that the City Council approved a budget amendment for the bathrooms to be repaired.
- Councilmember Porter inquired how did the City Administrator come up with the \$68,000.
- Ms. Gatling stated that they had two proposal and the highest was \$30,000, the electric is \$2,000 and the plumber to connect the lines, but she does not have the figures for the plumber.
- Ms. Gatling stated that they will have the purchase requisition for the monies that are being spent.

- Ms. Gatling inquired of the Chief if there was lights in the building. However, she knows that they will need sprinklers.
- Councilmember Yeargin inquired of the size of the building.
- Ms. Gatling stated that the building is 30' in width and 72" in height.
- Ms. Gatling stated that the driveway is a horseshoe and the sidewalk is cracked.
- Ms. Gatling stated that the Public Works Department has used their budget to begin the work.
- Councilmember Porter stated that the monies need to be spent from Camera funds, as this is a public safety issue.
- Ms. Gatling stated that the City Clerk will prepare a budget amendment to replace the monies in the department budgets.
- Ms. Gatling showed the City Council the layout of the building.
- Councilmember Higgs inquired of the size of the conference room.
- Ms. Gatling stated that the conference room will be 352sf
- Ms. Gatling stated that the building will be delivered with a HVAC system.
- Councilmember Yeargin inquired of the location for parking of the police vehicles.
- Chief Cotillo stated that they will be using the parking lot, but in the future they will like to have a garage.
- Ms. Gatling stated that they have a one year warranty on the building, five year warranty on the HVAC.
- Councilmember Higgs inquired of the lighting for the building.
- Ms. Gatling stated that they were trying to keep the cost down, but they will be looking into doing some additional things next year.
- Councilmember Raynor inquired if this will be a permanent location for the Police Department.
- Ms. Gatling stated that it can be, but it is the Council decision. However, the plan was for them to be their forever, but the building can be moved anytime you want.
- Councilmember Kennedy inquired if the building will have a holding cell.
- It was motioned by Councilmember Raynor and second by Councilmember Kennedy to approve the \$68,104 from the City Administrative Contingency fund for the start up of the Police Department Modular Building. The motion carried and was unanimously approved.
- Councilmember Porter stated that he is concerned about the approval of the \$68,000 for the building. He does not want it to be a blank check.

- Ms. Gatling stated she can notify the Council on a weekly basis of the cost that has occurred with the building.
- Councilmember Porter inquired on where will the money be detailed on spending of the cost for the building.
- It was amended by Councilmember Porter for the money not to exceed the budgeted line item for permit, electrical, water and sewer, sidewalk, outside lighting and roadway improvements and the money to be replaced from the Speed Camera fund. The motion was unanimously approved.

#### **4. LEGISLATION**

**4.1.1. Resolution R-14-13 Competitive Bid Waiver for Police Department Modular Building Utility Installation.** Resolution R-14-13 was introduced by the City Council on Wednesday, April 16, 2014. It was motioned by Councilmember and seconded by Councilmember Porter. The motion carried and was unanimously approved.

#### **5. UNFINISHED BUSINESS**

**5.1.1. None**

#### **6. ANNOUNCEMENTS**

**6.1.1. PGCMA Meeting, Thursday, April 17, 2014, City of College Park, 4500 Knox Rd., College Park, MD from 7:00p.m.-9:00p.m.**

**6.1.2. Departmental Budget Presentation, Friday, April 18, 2014, Seat Pleasant City Hall-Council Chambers at 5:30p.m.**

**6.1.3. FY2015 Budget Hearing, Monday, April 21, 2014, Seat Pleasant City Hall-Council Chambers at 6:00p.m.**

**6.1.4. FY2015 Budget Hearing, Saturday, April 26, 2014, Seat Pleasant City Hall-Council Chambers at 10:00a.m.**

**6.1.5. Regular Work Session, Monday, May 5, 2014, Seat Pleasant City Hall-Council Chambers at 6:00p.m.**

**6.1.6. Ward II Mother & Daughter Tea, Saturday, May 10, 2014, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD from 1:30p.m.-5:00p.m.**

**6.1.7. Public Session, Monday, May 12, 2014, Seat Pleasant City Hall-Council Chambers at 7:00p.m.**

**6.1.8. PGCMA Meeting, Thursday, May 15, 2014, City of Seat Pleasant, Seat Pleasant Volunteer Fire Department, 6305 Addison Rd., Seat Pleasant, MD from 6:00p.m.-9:00p.m.**

**6.1.8. Annual Seat Pleasant Day, Saturday, May 17, 2014, Ceremony at 9:30a.m., Parade at 10:00a.m., Park Activities begin at Noon.**

**ADJOURN-** The meeting was adjourned at 6:31p.m.

Submitted by,

  
Dashaun N. Lanham  
City Clerk

APPROVED 05/12/14