

**MAYOR AND CITY COUNCIL  
CITY OF SEAT PLEASANT  
REGULAR WORK SESSION  
MONDAY, DECEMBER 1, 2014  
6:00P.M.**

**1. OPENING**

**1.1.1 Call to Order**

Council President Simms called the meeting to order at 6:02p.m.

**1.1.2 Roll Call**

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

Staff: Robert Ashton, City Treasurer, Orson Carter, Assistant City Treasurer, Chris Cotillo, Chief, LaTasha C. Gatling, City Administrator, Earl Ivey, Lieutenant, Dashaun N. Lanham, City Clerk, Jane Talbert, Grants Writer, Michael Warrick, Sr., Code Enforcement Officer, UkkunkdoOhwaka, Nuisance & Abatement Coordinator

**1.1.3 Invocation and Pledge of Allegiance:**

The invocation was given by Councilmember Stephenson

**1.1.4. Approval of Agenda**

It was motioned by Councilmember Porter and seconded by Councilmember Raynor to approve the agenda. The motion carried.

**2. PRESENTATIONS:**

**2.1. Mike Hunninghake, University of Maryland-Sustainable Certified Municipal Program**

- Mr. Hunninghake stated that the program has 45 municipalities registered with 22 communities certified to date and 10 communities certified in 2014.
- The program goal is to certify the community

- The requirement of the program is to create a green team and he can come back to assist the City with establishing a Green Team. The team will be required to create an action plan.
- The City must complete 2 of 6 of the priority actions with the P.
- The community must complete 150 points to become certified.
- The strategy will be completed with the Green Team and Mr. Hunninghake can assist the team with the strategies.
- Mr. Hunninghake advises the community to build on your local assets.
- Councilwoman Stephenson inquired on the availability of the staff from Mr. Hunninghake office.

## **2.2. Michael Croft-7009 71st Ct**

- Mr. Croft stated that he has a personal interest in the Virtual Bus
- Mr. Croft stated that he had contacted WMATA regarding his proposal.
- Council President Simms requested for Mr. Croft to inform the City Clerk when he receives a response from WMATA regarding his proposal.
- Mr. Croft stated he is interested in the Capital Bike Share program in Seat Pleasant.
- Mr. Croft stated that he feels a good location for the bike rack will be on Martin Luther King, Jr. Highway by the Jerry's shop.
- Mr. Croft stated that the nearest Bike Share location is in DC on Nannie Helen Burroughs Avenue.
- Council President Simms stated that the City will review the proposal and verify the cost of the program.
- Council President Simms stated we will need to verify if the program can be implemented in the City.
- Councilmember Porter stated that he has verified and the program can be implemented in the City.
- Councilmember Porter thanked Mr. Croft for presenting the requested information on his behalf.

## **3. LEGISLATION**

**3.1. Ordinance O-15-03 Chapter 12-City Hall.** Ordinance O-15-03 was introduced by the City Council and read by the City Clerk on Monday, December 1, 2014.

**3.2. Joint Proclamation Childhood Cancer Awareness Week.** Joint Proclamation was introduced by the City Council and read by the City Clerk on

Monday, December 1, 2014. It was motioned by Councilmember Stephenson and seconded by Councilmember Raynor to approve the Join Proclamation. The motion carried and was approved.

FOR: Porter, Raynor, Simms and Stephenson

ABSENT: Higgs, Kennedy and Yeargin

**3.3. Resolution R-15-10 Approval of City Administrator to Authorize CDBG Agreement.** Resolution R-15-10 was introduced by the City Council and read by the City Clerk on Monday, December 1, 2014. It was motioned by Councilmember Stephenson and seconded by Councilmember Raynor to approve Resolution R-15-10. The motion carried and was approved.

FOR: Porter, Raynor, Simms and Stephenson

ABSENT: Higgs, Kennedy and Yeargin

#### **4. REPORTS:**

##### **4.1. Mayor's Report**

- Mayor Grant was absent from the meeting on Monday, December 1, 2014.

##### **4.2. City Administrator Report:**

- Ms. Gatling stated that she will be meeting with the Project Manager for the MLK reconstruction project on Wednesday, December 3, 2014
- The Project Manager had stated that the crooked lines on MLK are temporary lines and will be replaced with permanent straight lines once the weather is appropriate to allow permanent lines.
- The Councilmember had provided several concerns regarding the project and the unsafe areas on MLK.
- Ms. Gatling stated that she attended County Councilwoman Toles Senior Luncheon on November 21, 2014.
- Ms. Gatling stated that she met with members from MNCPPC and the surrounding municipalities regarding the sub region 4 plan.
- Ms. Gatling stated that the December newsletter was mailed last week.

##### **4.3. Departmental Reports**

- The Department Heads read and presented their reports to the City Council for the month of November.
- The City Council questions were answered and suggestions was noted by the Department Heads from the Council.

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

### **5.1. Council Calendar**

- Council President Simms stated that the budget calendar was changed to ensure that the City Clerk will be in attendance for the reading of the budget ordinance.
- Council President Simms stated that the City Clerk has annual training that will prevent her from being her during one of the readings.

### **5.2. Council Budget FY2015-2016**

- Council President Simms stated that the City Council needs to provide their budget ideas to the City Administrator by Monday, December 8, 2014.

### **5.3. Holiday for Kids**

- Council President Simms stated that the Council need to provide their suggestion on the holiday event.
- Council President Simms stated that she suggest they have a picture with Santa, cookies and hot chocolate.
- Councilwoman Stephenson suggested that they have arts and craft
- Councilmember Porter suggested that they have Christmas Carols with the children.
- Council President Simms suggested the age range should be 12 and under.

### **5.4. Approval of Refuse Contract**

- Ms. Gatling stated that the recommendation for the City to enter into a contract with Bates.
- Ms. Gatling stated that the trash cans can be incorporated in the contract in July 1, 2015.
- Ms. Gatling stated that they suggest the 3 or 5 year contract to be signed now, as we are now longer in a contract with bates.
- Councilmember Porter stated that he would like to see that they donate to the School.
- Council President Simms stated that she suggest that we enter into a two year contract.
- Council President Simms stated that she does not want to tie the City into a five year contract.
- Ms. Gatling read the proposed contract for Bates Refuse Collection.
- Ms. Gatling stated that the cost of the trash collection with the trash cans is per household is \$21 and without the trash can it's \$15.
- Ms. Gatling stated that the cost is for two cans, one recycle bin and the other trash can.

- Council President Simms requested for the City Clerk to poll the Council for a Special Meeting on Monday, December 8, 2014 at 6:00p.m.
- It was motioned by Councilmember Porter and seconded by Councilmember Raynor to accept Bates for the Refuse provider for trash and recycling. The motion carried and was approved by the City Council.

### **5.5. Update on Outstanding Speed Camera Collection Contract**

- Council President Simms stated that she had spoken with the City Attorney regarding the contract.
- Council President Simms stated that he informed her that the City will need to request that Optotraffic to provide the other three contractor to provide their contract.
- Council President Simms stated that the City has the option to do a competitive bid waiver and select the current company.
- Ms. Gatling stated that we can advertise on Maryland E-Market for the services for seven days.
- City Council requested the City Administrator to advertise for the services on the website.

## **6. NEW BUSINESS:**

### **6.1. Council Budget FY2015-2016**

- Council President Simms stated that she would like for the Council to review the budget for any changes or recommendations.
- Council President Simms said it will be completed in the Regular Work Session for the month of December.

### **6.2. Financial Advisor Duties and Responsibilities**

- Council President Simms requested for the City Council to review the job description.
- Ms. Gatling stated that the budget requires the City Council to approve the job description for the Financial Advisor position.
- Council President Simms stated that the Council can review and make any changes to make the job description stronger.
- Council President Simms stated that the City Council will provide an answer regarding the Financial Advisor position description by Monday, December 15, 2014.

- Council President Simms requested for the City Clerk to poll the Council with two dates for the month of December to meet and discuss the Financial Advisor position.

## **7 ANNOUNCEMENTS**

- 7.1. PGCMA Legislative Dinner, Tuesday, December 2, 2014 Newton White Mansion, 2708 Enterprise Rd., Mitchellville, MD at 6:00p.m.**
- 7.2. Public Session, Monday, December 8, 2014, Seat Pleasant City Hall-Council Chambers at 7:00p.m.**
- 7.3. Register of Wills, Thursday, December 11, 2014, Seat Pleasant City Hall-Council Chambers from 10:00a.m.-12:00p.m.**
- 7.4. Holiday for Kids, Saturday, December 13, 2014, Seat Pleasant City Hall-Council Chambers from 2:00p.m.-4:00p.m.**
- 7.5. Regular Work Session, Monday, January 5, 2015, Seat Pleasant City Hall-Council Chambers at 6:00p.m.**
- 7.6. Public Session, Monday, January 12, 2015, Seat Pleasant City Hall-Council Chambers at 7:00p.m.**
- 7.7. Pre-Employment Interview Seminar, Thursday, January 15, 2015, Seat Pleasant Activity Center from 10:00a.m.-1:00p.m.**

**ADJOURN**-The meeting adjourned at 8:17p.m.

Submitted by,

  
Dashaun N. Lanham, CMC  
City Clerk