

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
MONDAY, OCTOBER 7, 2013
6:00P.M.**

1. OPENING

1.1.1 Call to Order

Council President Yeargin called the meeting to order at 6: 01p.m.

1.1.2 Roll Call

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

Staff: Tiffani Darby, Receptionist, LaTasha C. Gatling, City Administrator

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Councilmember Higgs

1.1.4. APPROVAL OF AGENDA

It was motioned by Councilmember Raynor and seconded by Councilmember Stephenson to approve the agenda with the addition of 5.3. The motion carried.

2 PRESENTATION

2.1. None

3. LEGISLATION

3.1. Ordinance O-14-03 Amendment of Chapter 59 Brush, Grass and Weeds. Ordinance O-14-03 was introduced by the City Council on Wednesday, September 4, 2013 and the first was held. The second reading was conducted on Monday, October 7, 2013. It was motioned by Councilmember Porter and seconded by Councilmember Higgs to approve Ordinance O-14-03. The motion carried and was unanimously approved.

3.2. Ordinance O-14-04 Chapter 67 Property Maintenance. Ordinance O-14-04 was introduced by the City Council on Wednesday, September 4, 2013 and the first reading was held. The second reading was concluded on Monday, October 7, 2013. It was motioned by Councilmember Higgs and seconded by Councilmember Stephenson to approve Ordinance O-14-04. The motioned carried and was unanimously approved.

3.3. Ordinance O-14-05 Budget Amendment for Demolition of Properties. Ordinance O-14-05 was introduced by the City Council on Wednesday, September 4, 2013 and the first reading was held. The second reading was concluded on Monday, October 7, 2013. It was motioned by Councilmember Stephenson and seconded by Councilmember Kennedy to approve Ordinance O-14-05. The motion carried and was unanimously approved.

3.4. Ordinance O-14-06 FY2014 Budget Amendment for FY2012 and FY2013 Traffic Studies. Ordinance O-14-06 was introduced by City Council on Wednesday, September 4, 2013 and the first reading was held. The second reading was held on Monday, October 7, 2013. It was motioned by Councilmember Stephenson and seconded by Councilmember Raynor to approve Ordinance O-14-06. The motion carried and was unanimously approved.

3.5. Ordinance O-14-07 Amendment of Chapter 6. Ordinance O-14-07 was introduced by the City Council on Monday, October 7, 2013 and the first reading was held.

4 REPORTS

4.1. Mayor's Report – Eugene W. Grant, Mayor

- Mayor Grant was absent from the meeting and no written report was submitted.

4.2. City Administrators Report-Latasha C. Gatling

- Ms. Gatling stated that the Telephone Committee conducted interviews with seven vendors and will decide on a vendor within the next few days.

- Ms. Gatling met with the Code Enforcement Officer and the Nuisance Abatement Coordinator and requested that they focus on the businesses that may be in violations oppose to the residents only.
- Ms. Gatling stated that an information session will be held at City Hall about Medicare benefits on October 16, 2013 at 10 am.
- Ms. Gatling stated that the Human Resources Officer will be going over the 401K information with the attorneys on Friday.
- Ms. Gatling stated that the grant submitted by the City to the GOCCP-COPS program for the Overtime Patrol funding in the amount of \$2000 has been approved. The officers have started working in the School zone to target drivers who fail to stop for School buses.
- Ms. Gatling stated that she informed the Chief to hire one additional police officer for the open position and one officer for the COPS program. One position will remain open to make sure the department stays within the budget. The Chief will begin the interviewing process soon.
- Councilman Porter asked what will be done as a alternative for the Police Department if the current office needs to be relocated.
- Ms. Gatling stated that she would like to find out from the Council what ideas they had in mind. Ms. Gatling acknowledged the idea for the trailer but would need to know where the trailer would go.
- Councilman Porter stated that he would like the Council to locate an area where the station could go just in case they may need to relocate.
- Ms. Gatling stated that until last Thursday there were plans for them to go into the Gaskins Property.
- Councilwoman Stephenson stated that she was concerned about the Police Department moving into the vacant home. Will the temporary building be secure for the officers?
- Ms. Gatling responded that the building will be secure. Cameras safes and other necessary items will be placed in the building for security. A decision also needs to be made about the number of years that the station will be at the temporary site.
- Ms. Gatling stated that the storage unit located on the east side of the Public Works Department has been moved to the west side to make room

for a commercial size vehicle lift to properly work on City vehicles and equipment.

- Ms. Gatling stated that all the Public Works related items cited on the City's annual LGIT government inspection have been completed and passed by LGIT.
- During the September Public Session a few citizens complained about the shrubbery along MLK as you exit the shopping plaza in front of the Save-A-Lot. The shrubbery was creating a driving hazard as people could not see to enter onto MLK. All the shrubbery has been cut down. The speed bumps on 69th street have also been fixed.

4.3. City Council Committee Report

- The City Council Committee was reassigned in the meeting and no reports were provided by the previous committee chairs.

5 NEW BUSINESS

5.1. Assigning of Council Committee

- Council President Yeargin provided the City Council with the committee assignment list.
- Council President Yeargin has requested the Council Committee to meet once every quarter and provide a report.
- Council President Yeargin requested that the Council be aggressive with the committee assignments.

5.2 Thanksgiving Baskets

- Ms. Gatling stated that she has had conversations with Ms. Sanders about an appropriate and fair way of distributing the Thanksgiving turkeys and gift cards. The City will conduct a lottery. The residents will call and give their name, address and ward with proof that they are needy. Ten turkeys have been requested from Lockheed Martin and also less cards with more money will be given. If there are not any residents that call and enter the lottery than the gift cards and turkeys will be given back to the council to distribute. At least every council member will be given two turkeys and two gift cards.

5.3 Vice Chair

- Councilman Yeargin stated that he would like to know about appointing a vice- chair in case of an absence.
- Ms. Gatling stated that there is not a position for a vice-chair In case of an absence for the Council President the Council would appoint someone to take the place of the Council President until his return.

6 UNFINISHED BUSINESS

6.1 Revised Accounting Manual

- Ms Gatling stated that there were changes made to the accounting manual. The changes that Council members Higgs and Simms pointed out were changed by Orson Carter. The manual can be discussed once the council has read over it. Also, each policy needs to have procedures to follow.

7. ANNOUNCEMENTS

7.1. Public Session, Monday, October 14, 2013, Seat Pleasant City Hall-Council Chambers at 7:00p.m.

7.2. Medicare Benefit Information Session, Wednesday, October 16, 2013, Seat Pleasant City Hall-Council Chambers at 10:00a.m.

7.3. PGCMA Meeting, Thursday, October 10, 2013 in Berwyn Heights, from 7:00p.m.-9:00p.m.

7.4. Ward II Community Meeting, Thursday, October 24, 2013, Pleasant Homes Community Center, 6810 Greig St., Seat Pleasant, MD from 6:00p.m.-8:00p.m.

Announcements were read by Council President Yeargin.

8. ADJOURN

The meeting was adjourned at 6:57p.m.

Submitted by,



Tiffani Darby
Receptionist