

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
TUESDAY, JANUARY 3, 2023
6:00P.M.**

1. OPENING

1.1 Call to Order

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

1.2 Roll Call

Present: Councilmember Monica Higgs, Councilmember Hope Love, Council President Shireka McCarthy, Mayor Kelly Porter, Councilmember Gerald Raynor, Sr.(Excused), Councilmember Kizzie Scott, Councilmember Gloria Sistrunk, Councilmember James Wright

Staff: Beverly Barber, Human Resources Manager, Dual Belnavis, Foreman, Demetrious Harris, Acting Chief, Dashaun Lanham, City Clerk, Myneca Ojo, City Manager, and Pearl Umoh, Public Engagement Manager

1.3 Invocation and Pledge of Allegiance:

The invocation was given by Councilmember Love

1.4. Approval of Agenda

Motion to approve the Regular Work Session Agenda

Motion by Hope Love , second by James Wright, Jr.

Final Resolution: Motion Carried

Yes: Monica Higgs, Hope Love, Kizzie Scott, Shireka McCarthy, Gloria Sistrunk, James Wright, Jr.

2. PRESENTATIONS

2.1 None

3. REPORTS

3.1 Mayor's Report

- Mayor Porter read his report and stated that he would like to work the City Council on legislation regarding the types of businesses that can come into the city.

- Mayor Porter stated that we want businesses to come into the city, but we want a certain type of businesses. The businesses are approved by the county and not the city.
- Mayor Porter stated that he would like to request that the council offers get well to Councilmember Raynor and condolences for Ms. Ojo.

3.2 City Manager Report

- Ms. Ojo stated that she will be providing a combination report from the Interim City Manager, Stanley Mosley quarterly report.
- Ms. Ojo stated that she had the opportunity to be brief with all the major departments on pertinent issues such as the city audits.
- Ms. Ojo stated that the quarterly report on the brownfield, bus circulator, the beautification and agreement with the tri-town, both he and I are working with the finance department to ensure that proper protocols are in place, payroll being centralized and a more procurement process to capture information for the annual reports. The sell of the firehouse and the impact it will have on the Seat Pleasant Government.
- Ms. Ojo stated that she had met with some councilmembers as it relates to personnel and litigations in the city.

3.3. Departmental Reports

City Clerk:

- Ms. Lanham stated her quarterly report is uploaded in BoardDocs the month of December, the city had twelve meetings, three ward meetings, and five council committee meetings, approved meeting minutes for the months of September, October, and November.
- Ms. Lanham stated that she attended MML Board Retreat, and the Clerks Meeting on December 8, 2022.
- Ms. Lanham stated that she had prepared sixteen pieces of legislation during the quarter, twelve are the Charter Amendment Public Hearing for tonight.
- Ms. Lanham stated that the city had received three Public Information Act Request, we had received four, and three out of the four had been processed. The police department receives the most public information act request, and then administration.

- Ms. Lanham stated we received fourteen reports from SDAT for business personal property taxes totaling \$588, 502.42, we had collected \$566,274.09.
- Ms. Lanham stated that any business that has not paid their personal property taxes will be reported to the Clerk of the Circuit Court on January 15, 2023. The report includes the current and prior year.
- Ms. Lanham stated that she is collaborating with the vendor for the Audio-Visual equipment to be installed for Council Chambers. They had reported a delay with some of equipment as provided to the council in December.
- Ms. Lanham stated that she will follow-up with the vendor the later part of the week to provide another update to council next month.

Environmental Justice

- Mr. Belnavis read his report and stated that Waste Management division collected for the month of October recycle and yard waste four time per month. The trash is collected eight times per month and bulk trash is collected four times per month. The total cost was \$6,767.87, The month of November recycle and yard waste collected four times per month. The trash is collected eight times per month, and bulk trash is collected four times per month. The total cost was \$7,869.81, and the month of the December the recycle and yard waste was collected four times per month, and the trash is collected eight times per month and the bulk trash is collected four times per month. The projected total cost for the quarter \$21,643.42.
- Mr. Belnavis stated that the Department of Public Works and Waste Management has been dealing with staff shortages and repair to equipment. The DPW had continued to thrive with the schedule of debris removal, signage removal, minor street renovation, food give-away, yard waste maintenance and daily preventive maintenance on EJD fleets. The city assets and properties are continuous cleaned and new trash cans had been strategically placed on James Farmer Way, and MLK.
- Mr. Belnavis stated that the renovations in Goodwin Park, Fun & Fitness Park and the grading renovation in EJD. The quarterly storm water inspection with KC Inspection Services, and they were alerted to concerns from the inspectors, and Mr. Mosley will be contacting the County to have the issue resolved.

- Mr. Belnavis stated that the DPW had received the proper amount of salt for the city and the salt doom had been treated, as well as the streets. The department had completed the storm drainage cleaned of debris to prevent flooding. There are photos of the multiple area sites of the DPW tasks.
- Councilmember McCarthy inquired about the signs that were to be replaced to display the council meeting information.
- Mr. Belnavis stated that he will need inquire of the status of the signs as this is his first day back.
- Councilmember Scott stated that on the website and the social media if the flyers can be posted on the day of the meeting. If the citizens can see the agenda to determine if they want to join the meeting.
- Chief Harris stated that the city did purchase the digital message boards for that purpose to promote the meetings. They are at the police station to be deployed. They will work with Mr. Belnavis and Ms. Umoh to get them deployed.
- City Clerk Lanham had requested to be shown how the use the boards as well in the event that they are out of office.

Human Resources

- Mrs. Barber stated that there were several meetings with the City Council, City Staff and LGIT regarding employee complaints.
- Mrs. Barber stated that we had a number of openings and we had received over five hundred responses.
- Mrs. Barber stated that we will be advertising for the Staff Assistant and EJD positions.
- Mrs. Barber stated that we had several resignations and terminations, six from EJD/DPW.
- Mrs. Barber stated that they are holding off on hiring a CFO to allow Ms. Ojo to complete an assessment of the department.
- Mrs. Barber stated that the city hired a new City Manager.
- Councilmember Scott inquired about where the city is on employees, are we down?
- Mrs. Barber stated that we are looking to hire the Staff Assistant, and the three position for DPW/Waste Management.
- Council President McCarthy inquired if the city uses day labors when we are down staff members in the EJD department?

- Mrs. Barber stated that the city does not use day labor, as they do cross training the staff to be hybrid for both of DPW and Waste Manager.
- Ms. Umoh inquired if the city has used social media ads to advertise the position.
- Council President McCarthy stated that in the past the city had posted on social media encouraging people to view the website, but the information was not specific.
- Ms. Umoh inquired if the city would be open to doing targeted ads for the position.
- Councilmember Scott stated that it had been suggested but with the transition in the Public Engagement department it has not happened.

PUBLIC ENGAGEMENT

- Ms. Umoh stated that the department has been working on a lot with Seat Pleasant Day coming up. They will be meeting next week, and they will be assigning task to different departments.
- Ms. Umoh stated that because Black History Month is coming up and she was thing of doing a two-minute interview on why Black History month is important to them, and which black historical figure that they resonates with them. It will be about five questions and the interview will be recorded.
- Ms. Umoh inquired about incorporating the Hispanic culture for Seat Pleasant, as the culture is changing in Seat Pleasant.
- Ms. Ojo inquired on the specific Latin groups are in Seat Pleasant.
- Ms. Umoh stated that she has an idea for the seniors, and the city uses text-em all, and Ms. Ojo mentioned geofencing. The idea was tech day to have high school students that need service hours allowing the young people to do a tech teach day to assist the seniors with using technology.
- Council President McCarthy stated that she had sent an e-mail to Ms. Umoh awhile ago with using the iPhone to show the seniors on how to use technology. This had been discussed with the department in the past but had not come about.
- Councilmember Scott stated that she wanted to have students throughout the wards assist the seniors with putting their trash out.
- Councilmember Scott stated that she had been researching the program and since the city had the PAL program.

- Ms. Umoh stated that she would like to meet with her to discuss the matter with her and Officer Miller.
- Councilmember Scott stated that she is about engagement and wanted to know if the council could go out and meet with three to five people in the community to encourage them to join the meeting. She has other suggestions as well and they can discuss further when they meet.
- Councilmember Wright inquired of the status of the newsletter.
- Ms. Umoh stated that the newsletter is posted on the website and will be going out next week. The newsletter is larger to capture the things that had happened in the past due to the time the newsletter was not published. The current newsletter introduces Councilmember Wright and Mayor Porter.
- Ms. Umoh stated that the January newsletter will have information for volunteering for Seat Pleasant Day. She will be setting up a form on the website for residents to sign-up.
- Mayor Porter stated that he will be providing additional information to Ms. Umoh and the council.

FINANCE

- Ms. Ojo stated that the department had been working on the audit and she had met with the auditor and has been working with the Acting Chief Financial Officer to ensure that the proper information has been provided to the firm.

GRANTS

- Ms. Ojo stated that the Grants Manager is out sick, and she cannot provide any information on the status of the grants.
- Council President McCarthy stated that if the council had any questions regarding the grants or finance department tonight, they can ask those questions at a later date.

PUBLIC SAFETY

- Chief Harris stated that the report can be found in BoardDocs.
- Chief Harris stated that some of the highlights and he wanted to take the time to thank the elected officials for their participation in the Santa with a Badge.
- Chief Harris stated that they did not have some of the names on the on their list that had been provided by the council.

- Chief Harris stated he wanted to thank Councilmember Sistrunk who had gone to Walmart and purchased three carts of toys the day of the events.
- Chief Harris stated that he wanted to thank Mayor Porter for coming out and assisting with distributing the toys.
- Chief Harris stated that the City Manager, Ms. Ojo was in attendance during the distribution which allowed her to engage with some of the residents.
- Chief Harris stated that violent crimes had been on a decline, but property crime has gone up.
- Chief Harris stated that property crimes are with the vehicles with people leaving valuable in their property.
- Chief Harris stated that the Officer Miller will be distributing the flyers in the community to share with the residents on how to avoid property crimes. The media team will be sharing information to inform the residents on how to prevent it.
- Chief Harris stated that automation speed is approving over twenty thousand tickets per month.
- Chief Harris stated that the department had recovered more guns to prevent more crimes than Prince George's County District III.
- Chief Harris stated that the message boards are updated when it comes to ice storms, and the boards will be updated each week.
- Chief Harris stated that Ms. Ojo had come down to the police department to meet the department and the dogs and she knows them by name.
- Chief Harris stated that PALS is on recess and Officer Miller needs a break and it will resume the first week of February.

Council Committee Reports

- The City Council did not have any committee meetings in the month of December.

4. CITIZEN COMMENTS

4.1. Michael Arrington submitted a written comment regarding the minority business opportunities. He has requested five minutes to meet with the Mayor and Council regarding the concerns of the city not doing everything it needs to do minority businesses.

Council President McCarthy stated that we typically respond to the citizens in writing and requested for the City Clerk to respond in writing inviting Mr. Arrington to attend a meeting

5. LEGISLATION

5.1 Ordinance O-23-05 Amendment Fiscal Year 2022-2023 Budget for Professional Development of the Mayor 1st Reading

- Ordinance O-23-05 Amendment of Fiscal Year 2022-2023 Budget for Professional Development of the Mayor was introduced by the City Council and read by the City Clerk on Tuesday, January 3, 2023.

6. UNFINISHED BUSINESS

6.1 None

7. NEW BUSINESS

7.1 None

8. ANNOUNCEMENTS

8.1 Charter Amendment Public Hearing, Tuesday, January 3, 2023, by Zoom Webinar at 7:30pm, Meeting Link details are available on the city's website, Seat Pleasant, MD.

8.2 Public Session, Monday, January 9, 2023, by Zoom Webinar at 7:00p.m., Meeting Link details are available on the city's website, Seat Pleasant, MD

8.3 445th General Assembly Session, Wednesday, January 11, 2023-April 10, 2023

8.4 Vision Board Party, Saturday, January 14, 2023, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD 20743 at 12:00pm

8.5 Regular Work Session, Monday, February 6, 2023, by Zoom Video at 6:00pm, Meeting link details are available on the city's website, Seat Pleasant, MD.

8.6 Public Session, Monday, February 13, 2022, by Zoom Video at 7:00pm, Meeting Link details are available on the city's website, Seat Pleasant, MD.

9. ADJOURN

9.1 Adjourn-The meeting adjourned at 7:15pm

Submitted by,

DocuSigned by:
Dashaun N. Lanham
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Dashaun N. Lanham, CMC
City Clerk

APPROVED 02/13/2023