

**MAYOR AND CITY COUNCIL  
CITY OF SEAT PLEASANT  
REGULAR WORK SESSION  
MONDAY, NOVEMBER 2, 2020  
6:00P.M.**

**1. OPENING**

**1.1.1 Call to Order**

Councilmember Porter called the meeting to order at 6:03p.m.

**1.1.2 Roll Call**

Present: Mayor Eugene Grant (Absent), Councilmember Monica Higgs, Councilmember Hope Love, Councilmember Shireka McCarthy, Councilmember Kelly Porter, Councilmember Gerald Raynor, Sr., Councilmember Kizzie Scott, Councilmember Gloria Sistrunk

Staff: Dashaun N. Lanham, City Clerk, Jeannelle B. Wallace, Interim Chief Operating Officer

**1.1.3 Invocation and Pledge of Allegiance:**

The invocation was given by Council President Porter

**1.1.4. Approval of Agenda**

It was motioned by Councilmember Love and seconded by Councilmember Raynor to approve the agenda. The motion carried and was unanimously approved by the City Council.

**2. PRESENTATIONS:**

**2.1. None**

**3. REPORTS:**

**3.1. Mayor's Report**

- Mayor Grant was absent from the meeting and did not provide a report for the Regular Work Session on Monday, November 2, 2020.

**3.2 Chief Operating Officer Report**

- Mrs. Wallace stated that she had to review a lot reports for the USDA and personnel, which the city council will be updated this evening on the Closed Session.

- Mrs. Wallace stated that she had her executive assistant research the bank statements for SPICE and it was forwarded to the Finance and Budget Committee.
- Mrs. Wallace stated that we had several Variance Request for deck, fence and paving or re-paving the driveway. She had requested that the information be placed on the city's website. We had received multiple complaints regarding the Family Dollar and the over accumulation of trash. The Census response for the city was 66% and we were striving for 70%, but due to COVID we could not physically go door to door. The State of Maryland is 9th regarding the Census count.
- Council President Porter asked if the Census Count will be extended due to COVID-19? Mrs. Wallace stated that Federal had extended the count until October 31, 2020. Council President provided kudos to Ms. Rhoda and Councilmember McCarthy for working on the census.

### **3.3. City Council Committee Reports**

#### **3.5 Finance & Budget Committee-Councilmember Sistrunk**

- Councilmember Sistrunk stated that the committee met on October 20, 2020 to discuss SPICE to determine the recommendation and solutions to be presented to the full council. Due to the amount of documentation and to provide Councilmember Higgs time to review the documents and the committee will be meeting on Wednesday, November 4, 2020 via Zoom to go over the documents and make a final resolution to present to the City Council on November 9, 2020.

#### **3.6 Government Affairs & Technology Committee-Councilmember McCarthy**

- Councilmember McCarthy stated that the committee met on October 14, 2020, the committee stated that the Charter Review will be broken down into three meetings with five chapters per meeting to review the charter.
- Councilmember McCarthy stated that if anyone has any area of the charter that want to discuss to provide the information to her for review by the Committee.
- Councilmember McCarthy stated that the Boards and Commission be considered on a temporary basis and they feel that the Boards can be presented by Resolution without Compensation. She feels that if it works out, it can be added to the Charter later.
- Councilmember Sistrunk inquired if the Ethics Committee was under the City Charter? Mrs. Lanham stated that the Ethics Commission is under the City Code Chapter 18.

### **3.9 Environmental Justice Committee-Councilmember Love**

- Councilmember Love stated that she is planning a meeting with the Director of Environmental Justice to see if the department has needs and she will schedule a meeting with the committee.
- Councilmember Love stated that she had received information for Mentoring Program, and it will be forwarded to Councilmember Higgs upon receipt.

## **4. LEGISLATION**

**4.1. Ordinance O-21-07 Amendment of Fiscal Year 2020-2021 Budget for Grant Revenue from Department of Natural Resources for Environmental Justice Department 2nd Reading.** Ordinance O-21-07 was introduced by the City Council and read by City Clerk on Monday, October 12, 2020. The second reading was held on Monday, November 2, 2020.

Motion to approve Ordinance O-21-07 Amendment of Fiscal Year 2020-2021 Budget for Grant Revenue from Department of Natural Resources for Environmental Justice Department

Motion by Gloria L Sistrunk, second by Shireka McCarthy.

Final Resolution: Motion Carried

Yes: Hope Love, Shireka McCarthy, Kelly Porter, Gerald Raynor Sr, Gloria L Sistrunk

No: Monica Higgs, Kizzie Scott

## **5. UNFINISHED BUSINESS**

5.1 None

## **6. NEW BUSINESS**

### **6.1. Update on Doggie Park**

- Councilmember McCarthy stated that she was approached by a few residents with concerns about a dog park. She stated that they must leave Seat Pleasant to go to other areas for a dog park and they provided her with grant information.
- Mrs. Wallace stated that the Grant Writer, Ms. Rhoda had researched the grants for a dog parks from 1) Pet Safe 2) Maryland Department of Natural Resources - Project Open Space & Community Parks & Playgrounds Programs • Applications open – August 2021, Important Items for consideration: (not exclusive)
  - Funding Availability
- Most dog park type grants are only available to non-profit community organizations and U.S. based dog park groups. Therefore, the reformation of

the Seat Pleasant Economic and Community Development Corporation (SPECDC) is needed.

- Council President Porter stated that there are several areas can be considered for a Dog Park and there are several places that have a dog park, and he will provide pictures.

## **6.2 Newsletters Format**

- Council President Porter stated that he had Madam Clerk place the current Newsletter format on the Board Docs.
- Council President Porter stated he that he had received concerns from several citizens that stated that the newsletter was compiled with information from certain people that was not useful.
- Council President Porter stated that the purpose is to get feedback from Councilmembers on the lay out for newsletter.
- Councilmember McCarthy stated that the newsletter should be divided into sections, and a section for citizens information as far as telephone numbers.
- Councilmember Higgs recommended that information for citizen usage and trivia questions to get feedback not just trash and bulk pick-up. Inquire of the citizens what they want to see in the newsletter.
- Councilmember Scott stated that her ward has complaints about the speed camera and red-light camera in the city. She wanted to know if we can list were the cameras are located.
- Councilmember Sistrunk stated that the speed limit is posted, and the purpose is to get people to obey the law. If we post were the cameras are, they will slow down for that section and speed up in other sections.
- Councilmember Raynor stated that it should be a required amount of time for people to stop before they are issued a citation. He stated that there needs to be some form of education regarding the process.
- Council President Porter stated that we can inform people about the cameras being in the area and the rules and regulations regarding the cameras in the community. The information can be placed in the newsletter and on the website.
- Council President Porter requested for the City Council to send any recommendations on the newsletter to the City Clerk to be submitted to the appropriate department.

## **6.3 Travel Ban Policy Recommendation**

- Mrs. Wallace stated that we had a situation where several staff members had traveled out of town either for vacation or otherwise and they are returning as positive for COVID-19. This requires other staff members to be quarantine for 3-5 days after the initial exposure and to stay at home for two more days until you receive the results of the test.
- Mrs. Wallace stated that there is no written policy on a travel ban and we are recommending that we implement one.
- Mrs. Wallace stated that we are not stating that you cannot travel, but you must get tested before you return to work and provide documentation that they are negative for COVID-19. There are 46 states that are peaking with COVID-19. The police department had implemented a policy that when you return you get tested upon your return to the office.
- Councilmember Sistrunk stated that she agrees with the recommendation with the travel ban policy to protect the employees.
- Councilmember Raynor stated that he has no issue with the travel ban policy recommendation.
- Councilmember Higgs stated that she agrees with travel ban policy recommendation.
- Councilmember McCarthy stated that she agrees with the travel ban policy recommendation and she feels that we should have something official in place for the Government.
- Councilmember Scott stated that she agrees with the travel ban policy recommendation.
- Councilmember Love stated that she agrees with the travel ban policy recommendation.
- Mrs. Wallace stated that memorandum also recommends that all in person meetings be cancelled due to the recommendation of the scientist with the spike in the numbers, and any in person meetings be held at 1802 Brightseat Rd, but you need to keep in mind that we will only be there until February 2021.
- Councilmember Sistrunk stated that she is concerned that the information is consistently being leaked and we need to meet for confidential information to be held in person.
- Council President Porter stated that it is critical that people act with integrity with regards to the information that is being presented. The Council, Mayor and pertinent staff need to work as a team and be mindful of the amount of money that they city may need to pay for violation the processes. The public oath requires you to have integrity with the office for the public trust.

## Motion to approve Travel Ban Policy

Sistrunk/Love

The Travel Ban Policy was unanimously approved by the City Council.

### **6.4 Health Officer**

- Council President Porter stated that the City Council approved on March 16, 2020 in the Emergency Preparedness and Operation Plan, which includes information on a Health Officer.
- Council President Porter stated that we need to have someone that can readily inspect situations or person in the city. He would like for the City Council to consider this matter.
- Councilmember Love stated that in the future this may be good, but where would the person be stationed as we are all quarantine.
- Councilmember McCarthy stated that she thought the Mayor had appointed a Public Health Officer at one point in time.
- Council President Porter stated that a lot of those things had fallen by the waist side.
- Councilmember McCarthy inquired if the city could contact the person that the Mayor appointed.
- Councilmember Higgs inquired if this is something that we can work with the health insurance or school system on this matter. She stated that Greater Bayden on Walker Mill South provides COVID testing and they may be interested in partnering with the City to come and provide testing.
- Councilmember Sistrunk stated that before COVID-19 there was group created called the Health and Awareness Coalition for the 202 Coalition and they consisted of Faith Based organization. They are working on trying to bring health services to Seat Pleasant.
- Councilmember Sistrunk stated that Director Lipford was the Chairperson, and she was the co-chair of the group.

## **7. ANNOUNCEMENTS**

**7.1 Public Session, Monday, November 9, 2020, by Zoom Video at 7:00p.m. Meeting link details will be provided**

**7.2 Regular Work Session, Monday, December 7, 2020, by Zoom Video at 6:00p.m., Meeting link details will be provided**

**8. ADJOURN**

Adjourn and Logout-Request Motion to go into Closed Session under Statutory Authority 3-305(b) (1)“To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”

The meeting was adjourned at 8:07p.m.

Submitted by,

DocuSigned by:

*Dashaun N. Lanham*

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Dashaun N. Lanham, CMC  
City Clerk

APPROVED 12/14/20