



City of Glenarden
Work Session
October 5, 2015 - 7:00PM
Minutes

Council President – Maxine Phifer
Council Vice President – James Herring
Councilwoman – Elaine Carter
Councilwoman – Judy Diggs
Councilwoman – Deborah Eason
Councilwoman – Jennifer Jenkins
Councilwoman - Carolyn Smallwood
Mayor Dennis C. Smith
City Manager – Kenneth Jones
Treasurer – Alvin Bratton

- Call to Order at 7:00PM
- Invocation led by Rev. Gray
- Roll Call

Councilwoman Carter - Present
Councilwoman Diggs – Present
Councilwoman Eason – Present
Councilwoman Jenkins – Present
Councilwoman Smallwood – Present
Councilman Herring – Present
Councilwoman Phifer – Present

We have a Quorum

- Motion to Adopt Agenda

Councilwoman Smallwood would like to add the Personnel Manual on the agenda, under Topics of Discussion

Councilwoman Carter motion to adopt the agenda with amendments to add the Personnel Manual under Topics of Discussion and R-06-2016 is being reviewed by the City Attorney and will be on the Regular Meeting Agenda – Seconded by Councilwoman Smallwood

Councilwoman Carter - Yes

Councilwoman Diggs - Yes

Councilwoman Eason – Yes

Councilwoman Jenkins – No

Councilwoman Smallwood –Yes

Councilman Herring – Yes

Councilwoman Phifer – No

5 Yes 2 No's

Agenda Approved

- Presentation
 - Wendy Irminger, Planner Coordinator, Community Planning Division & Valecia Wilson, Senior Planner, Community Planning Division c/o MNCPPC, Sub Region 4 Industrial Areas Action Plan
 - Community meeting will be held on November 5th
 - Flyers offered to be distributed by the City
 - Sub Region 4 cities such as District Heights, Seat Pleasant, Cheverly, Fairmont Heights, Capital Heights but some of the cities don't have industrial areas connected to the city
 - The action plan will outline ways to improve the relationship between industrial uses and residential neighborhoods
- Review of Minutes
 - 06-08-2015 Organizational Meeting
 - 06-18-2015 Special Meeting – Budget Hearing

Add the Word “Minutes” to both sets of minute title

- Legislation
 - O-01-2016 An Ordinance to Increase the Salary of the Mayor of Glenarden, Maryland
 - Has been presented to the City Attorney
 - Will Come to the Floor**
 - Councilwoman Eason opposes**
 - O-02-2016 An Ordinance to Increase the Salary of the City Council of Glenarden, Maryland
 - Has been presented to the City Attorney
 - Will Come to the Floor**
 - Councilwoman Eason opposes**
 - R-07-2016 Resolution to Authorize the Glenarden Police Department to use as its own General Orders those of the Prince George’s County Police Department
 - Stop of further disciplinary action in the future and develop General Orders for the City of Glenarden Police Department
 - Some Council offers that it was ordered and passed by the Council before; possible in the year 2000 - Maybe 1995 by ordinance
 - Consultant can complete this project in approximately 6 months – Chief has a contract that he can offer to the Council
 - Chief O’Donnell can complete the General Orders himself in about 18 months
 - Councilwoman Diggs does not want to put a time frame on the legislation for the General Orders to be completed

- Councilwoman Smallwood does want a time frame of one year for the General Orders to be completed
- Council Consensus: To add a date to the legislation
 - Councilwoman Diggs – against adding a date
 - Councilwoman Eason – add an effective date
 - Councilwoman Jenkins – against adding a date
 - Councilman Herring – wants a date added
 - Councilwoman Phifer – against adding a date
 - Councilwoman Carter – against adding a date
 - Councilwoman Smallwood – wants a date added

Will Come to the Floor

R-06-2016 Will Come to the Floor

- R-08-2016 Resolution Authorizing a Contract with Steven Walker DBA Steve’s Brick & Block to Remove and Replace the Fire Doors in the Gold Room of the James R. Cousins Jr. Municipal Center
 - Should be paid from the Gold Room Fund; not general funds
 - Contract does not address who is installing the doors/Nothing identifies the break-down of the doors
 - Re-inspection has not been done in the Gold Room to date
No specific date for re-inspection. (remove September 30th for re-inspection date from legislation)
 - Mr. Jones will get the scope of work to the Council

- **Will come to the Floor**

- Mayor's Report
 - Auditor will present at the Regular Meeting
- City Manager's Report (See Report)
 - Pond Status - Water Control Device will be done in the Spring of 2016
 - Poison Ivy at MLK Park status – Will continue to spray
 - Landscaping issues are that the landscaping is sparse
 - Lighting at the Memorial is in good standing
 - Snow plan status – Resolution will be brought to Council in the November meeting
 - Council wants a snow plan to be implemented
 - **Council consensus to Extend the current snow contract for the next year**
 - Councilwoman Eason – have attorney to review contract/resolution
 - Councilwoman Jenkins - Yes
 - Councilwoman Diggs – Yes
 - Councilwoman Smallwood – Yes
 - Councilwoman Carter – Yes
 - Councilman Herring – have attorney to review
 - GS Proctor contract ends in November and Butler Contract has already ended and it went out for professional services bid and only had one response for Butler's contract came back

- Cable and TV advertisement – Gazette Mr. Jones will offer to Councilwoman Eason
 - Street Paving and repair for Ward III Status
 - Curb-to-curb repair
 - Council will see if they can have a meeting with WSSC in November
- Opening of Glenarden Parkway – Mr. Jones will speak with Ms. Vega
- Councilwoman Jenkins has a date of October 20th to speak with Ms. Vega
- Mr. Herring notes that WTC is not being assessed special assessment for lights and trash
- Chief of Police Report (See Report)
 - Meeting with the Woodmore Community Residents – to discuss safety issues, etc.
- City Treasurer’s Report (See Report)
 - August 31, 2015 revenues of \$69,586 and expenses of \$216,766
 - The auditors have completed the FYE 2013 Audit and are on their way with the FYE 2014 Audit
 - Gold room revenue what is the Plan for the Gold Room with the loss of revenue –Mr. Jones is asked to address the Gold Room
 - Gold Room contract numbers are not in sequence or in continuity – needs to be addressed by the City Manager
 - Recommendation is that the AA and NA meetings should have contracts

- Consensus from all present Councilmembers to move all the money from Harbor Bank to PNC to be collateralized
- Credit Card policy needs to be implemented to be a debt free city
- Fund Raising Committee – Treasurer will research on who are the signers
- Topic of Discussion
 - Marquee Requests/Announcements
 - What events or announcements can be put on the City marquee
 - Councilwoman Carter – City Wide Information
 - Councilwoman Smallwood – City Committees & City Announcement
 - Councilman Herring – All or nothing
 - Councilwoman Diggs – City wide
 - Councilwoman Eason – City business
 - Council consensus is that announcements and City business/events can be advertised on the marquee
 - The City cable can announce other information to the residents
 - Gratis for Glenarden American Legion Auxiliary Unit 275
 - Personnel Manual Status – The City Manager has received the pay scale and only requires a few edits - Committee to modify the pay scale and attorney can approve it.
 - Councilwoman Carter – yes
 - Councilwoman Smallwood – no

- Councilman Herring - yes
 - Councilwoman Diggs – yes
 - Councilwoman Eason – wants to see the pay scale
- Adjourn at 10:12PM

Submitted by:

Toni Taylor, Council Clerk