



City of Glenarden  
Regular Meeting  
November 12, 2013 - 7:30PM  
Minutes

Council President – Carolyn Smallwood  
Council Vice President - Elaine Carter  
Councilwoman – Judy Diggs  
Councilwoman – Deborah Eason  
Councilman – James Herring  
Councilwoman - Jennifer Jenkins  
Councilwoman – Maxine Phifer  
Mayor Dennis C. Smith  
Interim City Manager – Bill Reaves  
Treasurer – Christopher Wood

- Call to Order at 7:31PM
- Invocation Led in Silent Prayer
- Roll Call

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

**We have a Quorum**

Councilwoman Small requests the City Manager and Mayor to provide reports for the Council and residents.

- Motion to Adopt Agenda

Motion by Councilwoman Eason to adopt agenda - Seconded by Councilwoman Jenkins

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

- Approval of Minutes

09-16-2013 Special Work Session  
09-18-2014 Special Work Session

Motion by Councilwoman Carter to adopt agenda - Seconded by Councilwoman Phifer

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Abstain  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
6 Yes 1 Abstain

**Agenda Adopted**

- Citizens Comments on Legislation (two minutes)

- Mr. Leo Wilson, Sr. - R-16-2013 questions where will this firm advertise for the qualified applicants. Mr. Reaves indicated the firm will have flexibility to advertise where the firm chooses.

R-19-2013 – ask how many positions are to be fulfilled. Mr. Reaves indicates that there are two positions to be filled for the Housing Authority remaining.

- Mr. Wilson also notes that the Mayor should offer an explanation why he did not want Mr. Perry Hampton, who volunteered, for the position, was rejected.
- Ms. Robin Jones – R-16-2014 – notes that Administration is still looking for a City Manager – suggest that City of Glenarden to advertise for this position in the Washington Post newspaper or MML to solicit for a City Manager. Also notes that \$5K is a high price for the City to spend.
- Mayor Smith – explains he wants to explore professional journals and to do something different. A more professional route.
- Mrs. Celestine Wilson – R-16-2014, expresses that if the City is in dire straits as expressed by the Mayor in a prior conversation, how can the City afford for a consultation firm.
- Mr. Reid – agrees with the Administration to bring in professional service in the City. Page number four in the contract agreement may “include but not limited to....unless the city agree to reimburse.” - should be taken out. Inclusive of the contract amount, hourly rate established by the parties...should also be taken out.

- Legislation

R-03-2014 Resolution to Authorize a Contract with Innoface Systems, Inc. to Provide an Audio Visual System for the City Council Chambers

Motion by Councilman Herring to approve - Seconded by Councilwoman Diggs

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Yes  
Councilwoman Phifer – No  
Councilwoman Carter- No  
Councilwoman Smallwood – Yes  
5 Yes 2 No  
Passed

R-12-2014 A Resolution to Issue a Building Permit for Carpet One and Tenant Fitout

Motion by Councilwoman Jenkins to approve with corrections - Seconded by Councilwoman Phifer

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Yes  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
7 Yes  
Passed

R-13-2014 A Resolution to Issue a Building Permit for Chipotle and Tenant Fitout

Motion by Councilwoman Jenkins to approve with corrections - Seconded by Councilwoman Diggs

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes

Councilwoman Jenkins – Yes  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
7 Yes  
Passed

R-14-2014 Resolution to Approve the Appointment for John Anderson to the Permit Review Committee

Motion by Councilwoman Jenkins to approve - Seconded by Councilwoman Phifer

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Abstain  
Councilwoman Jenkins – Yes  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
6 Yes 1 Abstain  
Passed

R-16-2014 – A Resolution To Approve a Contract With Strategic Solutions Center, LLC For Personnel Recruitment

Motion by Councilwoman Carter to approve - Seconded by Councilwoman Phifer

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Yes  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
7 Yes

Passed

Councilwoman Carter states that this is not the first time we have used an agency to solicit for a City Manager.

Interim City Manager notes the advertisement for a search firm went out in the Inquirer Gazette and it was advertised about a week ago, prior to this meeting.

Councilman Herring ask what experience does this firm have in locating executive staff, and the timeline for the firm to locate a City Manager.

Mayor Smith responds that owner of the firm was a chief administrative officer for Prince George's Government for over ten years, chief of staff for Maryland Governor for over ten years. National Forum for Black Public Administrator and was on the Executive board for over 20 years.

City Manager notes the timeline for the firm to locate a City Manager for the City is less than two months.

Councilman Herring notes that Mr. Riddick is the owner of the firm, Strategic Solution.

Councilwoman Diggs suggest that some verbiage be added to the contract, with a statement of contingency to finding someone of hire. That the firm is not paid until someone is hired.

Councilwoman Carter indicated that on the contract, page 2 an expiration date is offered, which is January 1, 2014.

Councilman Herring notes a contradiction to Councilwoman Carter expiration date, which is that it does not indicate what there needs to be completed by that date. Criteria or timeline should be set in the contract.

Mayor Smith will offer 2 candidates to the Council.

Councilwoman Diggs - Abstain

Councilwoman Eason – No  
Councilman Herring – No  
Councilwoman Jenkins – No  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – No  
2 Yes 4 No 1 Abstain

R-17-2014 A Resolution to Extend the Contract With Green Earth, Inc., d/b/a U.S. Lawns of Montgomery County For Snow Removal from November 15, 2013 through November 14, 2014

Motion by Councilwoman Jenkins to approve - Seconded by Councilwoman Phifer

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Yes  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
7 Yes  
Passed

R-18-2014 A Resolution To Approve a Contract with CohnResnick, LLC, to Perform the Standard Audit and Forensic Audit

Detailed Discussion regarding the need for a Forensic Audit

Motion by Councilwoman Phifer to approve - Seconded by Councilwoman Carter

Councilwoman Diggs - No  
Councilwoman Eason – Abstain  
Councilman Herring – No

Councilwoman Jenkins – No  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – No  
2 Yes 4 No 1 Abstain  
Failed

R-19-2014 A Resolution To Approve the Appointment of Marianne White to the Glenarden Housing Authority Commission

Motion by Councilwoman Jenkins to approve - Seconded by Councilwoman Carter

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Yes  
Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
7 Yes  
Passed

R-20-2014 A Resolution to Waive Appeal to District Council on DSP 07011/04 for the 24 Hour Fitness

Chris Duffy, Vice President of Development c/o Petrie Ross Ventures resolution offers to waive the City's appeal right of the DSP for the 24 Hour Fitness before the winter weather sets in and wants to have markers in the ground.

Motion by Councilwoman Jenkins to approve with corrections - Seconded by Councilwoman Carter

Councilwoman Diggs - Yes  
Councilwoman Eason – Yes  
Councilman Herring – Yes  
Councilwoman Jenkins – Yes

Councilwoman Phifer – Yes  
Councilwoman Carter- Yes  
Councilwoman Smallwood – Yes  
7 Yes  
Passed

- Mayor’s Report (no report)
- City Manager’s Report (no report)
  - Mutual American to come to talk to the employees on their retirement plan
  - Health update plan
  - Proposed forensic and regular audit to the Council
  - Pick-up of leaves placed on the curb
  - Meet with Prince George’s Housing Authority for the Glenarden Apartments
  - Prince George’s Redevelopment Authority information for citizens for Home I and II Program
  - Recommendation for more efficient lighting for the town
  - Roofer made 18 patches on the Municipal Center Building roof
  - Energy grant paper work can be picked up from the Town Hall office
- City Treasurer’s Report (no report)

Mr. Wood offers that the reason he does not have a physical financial report due to the condition of the finances and that there will be changes to the report in the future.

Councilman Herring notes that according to the City Charter that a paper report is to be given to the citizens and the Council.

- Treasurer's office is functioning with stability at the moment
- Implement policy, to produce accurate information.
- Bills paid up to date, current with a few exceptions and they are researching those exception.
- Payroll being met timely
- Town in sound financially
- The books found in disarray
- To-date finance is preparing for the financial audit.
  - Councilwoman Carter questions when can the Finance department provide a 2014 financial reports – so Council can know where the City stands financially in 2014. Mr. Wood offers a “Draft” report for July – October to the Council thru the Council Clerk by end of the week.
  - Councilwoman Eason notes to the Treasurer; when can the finance department have the information needed for the 2014 audit.
  - Mayor Smith offers the reasoning why the finance office has had a delay in the 2014 reports.
  - Mr. Reaves has noted that the business permits invoice have all gone out of the city – the personal property invoices needs to be checked to see if they have gone out.
- Chief of Police Report (see report)

Demolishing of the Glenarden Apartments Re-development Authority is working on what they will do with the apartments prior to the demolition.

Need to establish a solid program for new development and a higher percentage of median income homes.

Councilman Herring is asking with the new homes being built in the Woodmore Towne Centre area, when will the new Police Officers begin to be hired.

Mayor Smith response is when the need arises for additional Police Officers to be hired.

Councilwoman Phifer request that any military names be submitted to the VA Memorial Committee for the names to be added to the Memorial plaques.

- Citizen's Comments/Questions (five minutes)

Mr. Anderson – Notes that the Forensic audit needs to be done to at least make the Treasurer's office in proper standing. Also, that the Council meetings are too long for the citizens. Mr. Anderson also asked if the cutting grass on empty properties, to make sure the fees are being assessed to the property owner. Place a lien on those properties. Observe the street lighting in the city and the welcome to Glenarden signage.

Ms. Marianne White wanted to thank the Mayor and Council to appointing her to the Housing Commission Authority.

Ms. Regina Jackson – Father is Reggie Jackson. She was trying to balance the two meeting being held at the same time; The Council Regular Meeting and the Senator Benson meeting in the Gold Room. Also comments that the

Treasurer should bring a report for the citizens, but does agree that he cannot close out the books until closure is accomplished. In addition, she voices her opinion regarding the Glenarden Apartments not continue to have low income renters and that the city needs to build a moderate income housing for home owners.

Ms. Wanda Vaughn – complaint for the address, 1414 8<sup>th</sup> street – Neighbor has a go-go band practicing in the home/garage from 8-10 pm almost every week. And it is a disturbance to her home and other neighbors in the neighborhood. It has been going on for the past two years.

Chief O'Donnell addresses her complaint and offers to monitor the home.

Mr. Wilson offers that he is repeating his comment again; what are the working hours, and if there is a contract for the City Manager. Also he notes that he Council and Administration is not working together. City Manager and Treasurer need to work day hours. (8:30am – 5:00pm). He also states that it appears that the Treasurer is now learning the Sage program. And he wants to see more transparency of government.

Mr. Rubin Reid notes that the Glenarden Apartments has not been released from HUD. States that this present Treasurer has given the better reports than anyone in the past 6 years. Additionally, the City needs a pay-scale.

Mrs. Celestine Wilson – Comments directly to the Mayor and Treasurer; simply appalled of the lack of reports – Mrs. Wilson, specifically asked the Mayor in the October meeting, if the reports will be available to the citizens

and the Mayor responded to her that it would begin in November. She is requesting to have reports from the Mayor, City Manager and the Treasurer. Mrs. Wilson also indicates that she has the right to be offered the reports.

- Adjourn at 10:35pm

**Submitted By:**  
**Toni Taylor, Council Clerk**