



City of Glenarden

“City on the Move”

Work Session Meeting Minutes September 6, 2022

Meeting Purpose: Public Hearing		
Date: 09/06/2022	Time: 7:32PM	Room: Virtual
Chair: President Derek Curtis, II		Scribe: Deputy City Clerk – Robin Bailey-Walls

P= present; T = present via teleconference; A= absence R= Resident G = Guest

Chair/Voting Members:			
P	Councilwoman Erika L. Fareed	City Manager Consuella Barbour	P
A	Councilwoman Kathleen J. Guillaume	Chief Regis Bryant	P
P	Councilman Maurice A. Hairston	Treasurer Dean Stewart	P
P	Councilman James A. Herring	Council Clerk Victoria Lewis	A
P	Councilwoman Robin Jones	Council Deputy Clerk Robin Bailey-Walls	P
P	Council Vice President Ferguson		
P	Council President Derek Curtis, II		
P	Mayor Cashenna Cross		

I. Call to Order - Council President Curtis

II. Invocation – Council Vice President Ferguson

III. Roll Call – Council President Curtis

IV. Motion to Adopt Agenda- City Council –

Motioned by CM Herring; Seconded by CM Hairston

- CM Herring voiced concern about the notification posted on the website, President Curtis commented that it had been corrected
- President Curtis asked that the legislation regarding Mr. Mincey appointment to the Glenarden Youth Advisory Committee be removed from the agenda; background investigation has not been done
- Vice President Ferguson requested review of the Minutes be removed because they are not complete

Vote

CW Fareed	Yes
CM Hairston	Yes
CM Herring	Yes
CW Jones	Not yet available on the call
Vice President Ferguson	Yes
President Curtis	Yes
<u>Vote Carries 5/0</u>	



City of Glenarden

“City on the Move”

V. Legislation:

R-01-2023 A Resolution Authorizing the City to Enter into a Contract for Trash Removal Services

CW Fareed asked if there was a name change

- Mr. Goode explained that GCI Inc represents the residential component of the Goode Company which serves municipalities.
- Inquired if any changes had been made other than the cost that the residents needed to be aware of
 - Mr. Good explained the economy caused the cost change; price of fuel, landfill costs, labor and equipment costs. No other changes have been made.

CM Herring noted

- The contract is to be one-year with two one-year options
- One page 2 update to state there are only two one-year options
- CPI should come at the beginning of the contract; should be recognized in the first month of the option year
 - Mr. Goode acknowledged it was a missed deadline on GCI’s part and they must honor their mistake; within sixty to ninety days, we are supposed to request the CPI. He would like for the City, to include what time frame to submit the CPI.

Treasurer Dean Stewart asked if the CPI could be delivered by February 15th

- Mr. Goode agreed and asked that the terms be put in writing

CM Herring noted the Contract language needs correcting

- ✓ **City Manager Barbour will make the one-year with two one-year option correction**
- ✓ **City Manager Barbour and work with Mr. Goode to make the language changes**

R-XX-2023 A Resolution Awarding a Three-Year Professional Services Contract with an Option to Extend for Two Additional One-Year Periods to SB & Company Annual Audit Services, and Authorize the City Manager to Negotiate Contract Payment Terms and Non-Material Contract Terms and Conditions

CM Herring noted

- The contract is to be one-year with two one-year options
 - ✓ **City Manager Barbour will make the one-year with two one-year option correction**
 - ✓ **In the future requested the City Manager will send out notification on**

R-XX-2023 A Resolution to Approve Appointment of Charles L. Simpson, Jr. as the Director of Public Works for the City of Glenarden, Maryland

- **CM Herring** requested that Council interview Mr. Simpson; all other Council Concurred with the request
 - ✓ **President Curtis will coordinate schedules and set-up a Council interview with Mr. Simpson**



City of Glenarden

“City on the Move”

R-XX-2023 A Resolution Appointing Elgin L. Funches to the Ethics Commission

- **CM Herring inquired about a background investigation**
 - Mayor Cross stated a resume and interest statement should have been received
 - ✓ Mayor Cross will send that information to Council

R-XX-2023 A Resolution Authorizing the Award of Professional Services Contract to Murphy & Dittenhafter Architects in Connection with Architectural and Engineering Services for the City of Glenarden

- **CM Herring inquired about CPJ**
 - Mrs. Barbour stated they were on engineering only company
- **CM Herring** voiced concern about the Council Chamber and the 7th /Street Park being listed as priorities in the contract. He also discussed wanting the Police Department (expansion of the building to accommodate a new offices which will be more cost effective) and the elevator to be priorities.
- **Mayor Cross** added that a stand-alone building could be investigated and mentioned the possibility of having the contractor do land surveys as for economic development.
- **CM Herring** stated that research needs to be done to see if the City received public impact funds (approximately 1.2 M) back from the County.
 - ✓ **Mrs. Barbour will investigate and get back to the Council.**
 - ✓ Per CW Fareed’s request CM Herring will share the legislation with the Council and the Treasurer.

VI. Meeting Minutes

- CM Ferguson noted the minutes are not complete; they lack directives and action items
 - ✓ Council President will talk with the Council Clerk about adding the required directives and action to the minutes.

VII. Topics of Discussion

- Goode Trash Contract – President Curtis
- Lobbying Firm for the City of Glenarden – President Curtis
 - President Curtis inquired about the status
 - Mrs. Barbour will re-send out the RFP by the end of October
- Shred Day – CM Herring
 - Shred Day is on October 8th from 11pm to 1pm; it’s set top go
- Fingerprinting – CM Herring stated
 - Hours are not in compliance with Code
 - Significant income comes from fingerprinting
 - Mrs. Barbour responded that there was a situation that arouse last week where there was a discrepancy regarding the hours. The hours were updated on the website; will honor the hours as designated in the Code.
 - Mrs. Barbour spoke with Chief Bryant about the possibility of having a designated technician to do the fingerprinting who’s hours would be available from 9 to 5.



City of Glenarden

“City on the Move”

- Chief Bryant stated that he wasn't aware of the hours specified by Code.
- Since the changes in the carry to conceal permit changes the admin is being overwhelmed with the demand to fingerprint along with the other position responsibilities
- The hour change was because of COVID; 10am to 1pm and 2pm to 3pm.
- The admin does make sure people are serviced that arrive after 2pm.
- Looking at training the other admin to assist with fingerprinting and possibly hiring a full-time technician
- Look to triple the revenues
- Ward 1 Alley – **CW Jones**
 - The City Manager has sent out bids for the work
 - Recommends going with the lowest bid
 - Have the City Manager and the Treasurer find the money to do the work
- Nutrition Center **CM Herring**
 - Requested documentation from the County regarding no longer having the Nutrition Center
 - The Council should fight to keep the Center for the Seniors
 - **CW Jones** responded that the stand-alone Centers were being centralized; information was received from the PG County Director of the Centers
 - **Council President** stated Council would standby CM Herring if he wants to lead the effort to keep the Center here
- Cable Station – CM Herring
 - The portable cameras need to be locked up in the Cable Station.
 - **Mrs. Barbour** stated the Cable RFP is out on the street (due on the 16th); there's a walk-thought on the 8th for interested parties
 - **CW Jones** mentioned channel 71 is blank but channel 16 is running
 - ✓ Mrs. Barbour will check on that with Comcast
- Updates on the 7th Street Park & WTC Streets hand-over- CW Fareed (wanted an update from Admin)
 - **Mrs. Barbour** responded that a grant to Community Legacy was submitted in July; there's a sixty-day public comment period and they should know they should know the application status by Thanksgiving.
 - ✓ Mrs. Barbour will check to see if public comments can help the application process
 - CPI is working on the 7th Street Park site plans; should have them completed by the 16th
 - ✓ Mrs. Barbour will follow through with DR Horton; hand-over was scheduled for December/January timeframe
 - CW Fareed expressed concern in knowing what was supposed to be completed
 - ✓ CM Herring will send Council and Mrs. Barbour a copy of the DSP
 - **Mayor Cross** has been working with Dave Jones and Mr. Scotty from DPIE noted things not completed include the



City of Glenarden

“City on the Move”

- sidewalks, manholes weren't properly sealed
 - **Mayor Cross** also commented that citizens are interested in adult fitness equipment at the 7th Street Park
- **CW Fareed** followed up with the necessity to involve citizens in the design of the park; October 8th will be a listening Session to discuss the park. Also, the intent with the Resolution was for a children's park.
- **CW Jones** inquired about the King Site
 - **Mrs. Barbour** reported the equipment will be delivered in September/October time frame; the staff is working on getting rid of the leftover rubble
- **Council Vice President Ferguson** asked about if they will be adult equipment at that site
 - **Mrs. Barbour** responded there will be children equipment on the extended area; adult equipment will be further down the path
- Beautification and Maintenance Plan/Schedule –
 - **CW Fareed** (meant to admin tor provide a status) is there a plan to address City areas for maintenance?
 - **Mrs. Barbour** responded the staff has update the grass cutting schedule and it will be uploaded to the website; there is money to hire a landscaper for City Hall; Suggested having Neighborhood Designs Group assist with beautification action strategies. She also suggested getting input from the citizens.
 - ✓ **Mrs. Barbour** will contact Neighborhood Designs to have them do a presentation.
 - CM Herring concurred they did well in the past
 - CW Jones is working with the State about the grass maintenance on 704; requested other Council to reach out to them
- In Person Meetings – President Curtis
 - **President Curtis** asked for the Work Sessions to remain virtual and the Public Hearings and Regular meeting be in-person; Council may wear masks; citizens will be encouraged to wear masks.
- Consensus –**
 - CW Jones No
 - CW Fareed Yes
 - CM Hairston Yes
 - CM Herring Yes
 - Vice President Ferguson Abstain
 - President Curtis Yes
- Majority Carries** 1 No, 4 Yes and 1 Abstention
- CM Fareed suggested all Council wear masks
- CM Hairston doesn't want to force anyone to wear a mask
- Consensus –** Require all to wear masks
 - CW Jones No
 - CW Fareed Yes
 - CM Hairston No
 - CM Herring No
 - Vice President Ferguson Yes



City of Glenarden

“City on the Move”

President Curtis No
Consensus Fails 3 Yes and 3 No

- Protocol for assigning work to the Clerk and Deputy Clerk – **President Curtis**

The President and Vice President are the immediate supervisors; please copy us on assignments sent to the Clerks; it helps to ensure expectations are being met

- Dates for Council Portrait Photoshoot- President Curtis – Tabled sin the Council Clerk was absent

VIII. Administrative Reports - Questions on the reports

CW Fareed

Asked the cost of the CodeRed System

- **Mayor** responded 6K
- Inquired about a Pepco grant for CodeRed
 - **Mrs. Barbour** responded that CodeRed was already paid for in the budget; we can apply for the Pepco grant
- If we use bottom-line concept is there still a need for a PM for ARPA?
 - **Mayor** wouldn't think we need both; would be negotiated
- Inquired about City Manager's feedback
 - **Mayor** feedback is annually; looing to incorporate quarterly evaluations
- Asked if hiring/personnel matter require legislation as a resolution
 - **CM Herring** stated Resolutions and Ordinances are required if amounts are over 6K
 - **CM Jones** responded that Resolutions, Ordinances and Charter Resolutions Amendments are legal demonstrate what's been done.

CW Jones

- Asked Mrs. Barbour about hiring for the Gold Room
 - **Mrs. Barbour** responded that the position closed with three applicants to schedule interviews with; The crew chief position is still being advertised
 - **Mrs. Shultz** responded they have posted at the MD employment site and the District Hospitality School; have placed a call with the Arc; candidates aren't meeting the vacancy requirements; salary and the title are an issue
 - ✓ Asked Council to submit position title ideas

CM Curtis asked Chief about traffic cameras

- Chief responded MD DOT do cameras for State and County highways

CW Jones asked Chief about collection on our tickets

- Chief responded that he meets with the Treasurer tomorrow and will discuss that with him
- **Council President Curtis** stated that
 - We need to be mindful of the best use of our time
 - Resolutions, Ordinances and CARs require to be voted on
 - Charter Review may come up with a differer structure

IX. Adjourn - Meeting adjourned at 9:59PM.