



**Special Council Workshop/Legislative Meeting Agenda
City of New Carrollton**

WEDNESDAY, JULY 17, 2019, 7:00 P.M.

Council Action

1. Call-to- Order/ Pledge of Allegiance
2. **Meeting Minutes**
 - a.) Council Workshop Meeting Minutes (June 5, 2019)
 - b.) Council Workshop Meeting Minutes (June 17, 2019)
 - c.) Council Legislative Meeting Minutes (June 19, 2019)
 - d.) Special Council Meeting (June 25, 2019)
3. **Council Member Announcements** (1 Minute Each)
4. **Additions to the Agenda by the Council**
5. **OLD BUSINESS**
None
6. **NEW BUSINESS**
7. **Adoption of FY2020 Council Meeting Schedule**
Motion: I move that the Council adopt the FY 2020 Council Meeting Schedule as presented. – **Lashley**
8. **Adoption of Revised City Trash Regulations**
Motion: I move that the Council adopt revised City Trash Regulations dated July 2019. – **John**
9. **Discussion of Recycle Contract**
10. **Discussion of Hybrid Vehicle for the Police Department**
11. **Emergency Ordinance 20-01 Budget Amendment Reconciliation No. One: To Amend Ordinance 19-17 Current Expense Budget for FY2020**
Motion: I move that the Council adopt Emergency Ordinance 20-01 an Emergency Ordinance of the City Council of New Carrollton amending the adopted budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 as embodied in Ordinance 19-17 to reflect money brought into the budget from City Restricted/Designated Funds, add additional revenues, and to adjust various expenditures. – **Peterson**
12. **Adjournment**

This Agenda is subject to change. If this agenda is modified it will be reposted to the City of New Carrollton’s website:
www.newcarrolltonmd.gov. If you have any questions please contact the City Clerk at (301) 459-6100.



FY 2020 COUNCIL WORKSHOP & COUNCIL MEETINGS SCHEDULE

- Workshops are held on the first (1st) Wednesday and third (3rd) Monday of every month
- Council Meetings are held on the (3rd) Wednesday of the month

(Please Note: There are only two meetings held in the following months: July, August, and December)

July 2019

Monday, July 15th, Workshop Meeting

Wednesday, July 17th, Council Meeting

August 2019

Monday, August 19th, Workshop Meeting

Wednesday, August 21th, Council Meeting

September 2019

Wednesday, September 4th, Workshop Meeting

Monday, September 16th, Workshop Meeting

Wednesday, September 18th, Council Meeting

October 2019

Wednesday, October 2nd, Workshop Meeting

Monday, October 14th, Workshop Meeting

Wednesday October 16th, Council Meeting

Maryland Municipal League – Annual Fall Conference (October 13 – 15, 2019) – Cambridge, Maryland

November 2019

Wednesday, November 6th, Workshop Meeting

Monday, November 18th, Workshop Meeting

Wednesday, November 20th, Council Meeting

December 2019

Monday, December 16th, Workshop Meeting

Wednesday, December 18th, Council Meeting

January 2020

Wednesday, January 1st – New Year Day Holiday (City Office's Closed)

Thursday, January 2nd, Workshop Meeting

Monday, January 13th, Workshop Meeting

Wednesday, January 15th, Council Meeting

February 2020

Wednesday, February 5th, Workshop Meeting

Monday, February 17th – President's Day Holiday (City Office's Closed)

Tuesday, February 18th, Workshop Meeting

Wednesday, February 19th, Council Meeting

March 2020

Wednesday, March 4th, Workshop Meeting

Monday, March 16th, Workshop Meeting

Wednesday, March 18th, Council Meeting

April 2020

Wednesday, April 1st, Workshop Meeting

Monday, April 13th, Workshop Meeting

Wednesday, April 15th, Council Meeting

May 2020

Wednesday, May 6th, Workshop Meeting

Election Day – Monday, May 4, 2020

Monday, May 18th, Workshop Meeting

Wednesday, May 20th, Council Meeting (**Swearing-In Ceremony for Newly Elected Officials**)

June 2020

Wednesday, June 3rd, Workshop Meeting/Special Council Meeting

Monday, June 15th, Workshop Meeting

Wednesday, June 17th, Council Meeting

Maryland Municipal League Convention – Sunday, June 28 – July 1, 2020

July 2020

Monday, July 13th, Workshop Meeting

Wednesday, July 15th, Council Meeting

2020 Official City Holidays:

City Offices Will be CLOSED on the Following Holidays:

- New Year's Day – Wednesday, January 1
- Martin Luther King's Birthday – Monday, January 20
- President's Day – Monday, February 17
- Memorial Day – Monday, May 25
- Independence Day – Saturday, July 4 (Will be closed on Friday, July 3rd in observance of Independence Day)
- Labor Day – Monday, September 7
- Veteran's Day – Wednesday, November 11
- Thanksgiving Day – Thursday, November 26
- Day After Thanksgiving – Friday, November 27
- Christmas Day – Friday, December 25

Events:

National Night Out – Tuesday, August 6, 2019 (5:00 pm – 8:00 pm)

Community Day – Saturday, September 28, 2019 (12:00 Noon – 6:00 pm)

Halloween Trick or Treat – Thursday, October 31, 2019 (6:00 pm – 9:00 pm)

Shredding Event – Saturday, November 16, 2019 (9:00 am – 12:00 Noon)

Spring Festival – Saturday, April 4, 2020 (10:00 am – 3:00 pm)



CITY OF NEW CARROLLTON

GARBAGE TRASH & RECYCLING REGULATIONS

Last Revised July 2019

Important Information

New Carrollton Public Works Department

6318 Westbrook Drive, New Carrollton

Tel.: (301) 577-1008

Leaf Collection (seasonal): (301) 577-3899

Fax: (301) 577-6953

Hours of Operation: 7:00 a.m. to 3:30 p.m.

The City's Recycling Collector:

Goode

301-423-7470

4700 Lawrence St.

Hyattsville MD, 20781

Individuals with disabilities needing special assistance
Should contact the appropriate offices listed above to
Request accommodation.

Individuals with hearing impairments should call the
Maryland State Relay Service at 1 (800) 745-2258.

Garbage & Trash Regulations

Collection Schedule – Collection for garbage and household refuse is provided twice a week to all single-family dwellings. Collection days for these items are either Mondays and Thursdays, or Tuesdays and Fridays, except during weeks with City recognized holidays.

Holiday Collections – Collection days which fall on holidays will be adjusted in order to maintain two collections per week per household. The weekly collection schedule with holidays is adjusted as follows:

Holidays:	Collection Schedule:
Monday.....	(Tuesday, Thursday) or (Wednesday, Friday)
Tuesday.....	(Monday, Thursday) or (Wednesday, Friday)
Wednesday.....	(Monday, Thursday) or (Tuesday, Friday)
Thursday.....	(Monday, Wednesday) or (Tuesday, Friday)
Friday.....	(Monday, Wednesday) or (Tuesday, Thursday)

Containers – Single-family and household refuse must be placed in water-tight, heavy plastic or metal containers with lids not to exceed thirty-five (35) gallons in capacity. Garbage shall be placed in plastic bags prior to being placed in containers. Refuse containers are **NOT** to be set out on the street or between the curb and the sidewalk for collection. Trash shall be collected from the rear or the side of the house, but not in the street, alley or other public right of way, and should be accessible by 7:00 a.m. on the scheduled day of collection. Accessible is defined as being able to be reached by sanitation personnel with no locked gates, dogs, or other barrier denying access. Only recycling bins are to be placed at the curb.

Special Bulky Collections: Special bulky collections shall not be placed on the curb until Tuesday evening at 5 p.m. the night before the collection date.

- A.** Special Bulky Trash- Oversized items and other items that cannot be thrown out with normal household trash not including recycle, yard waste, or prohibited items.

- B.** There will be one bulk pickup per month scheduled as follows. Residents whose household trash is picked up on Mondays will have bulk pickup on the first Wednesday of the first full week of the month. Residents whose household trash is picked up on Tuesdays will have bulk pickup on the second Wednesday of the second full week of the month. A full week is

defined as a week in which Monday through Friday are all work days, no holidays. Residents will be allowed 4 yards or about two refrigerator boxes worth of bulk before being charged(see item D).

- C.** Residents living in single-family dwellings must use the City Website or call the Public Works Department to schedule a special bulky trash pick-up by close of business (3:30PM) on Tuesday of the week preceding their pickup day. Residents in multi-family dwellings must call their respective manager's office for their apartment/condo complex so they, in turn, may notify the Public Works Department to arrange for special bulky trash pick-up. Special bulky items may be placed on the curb for pick up and should be set out by 7:00 a.m. on the scheduled day of collection, but no earlier than 5:00 p.m. of the prior day. No items should be left on curb over 24 hrs.
- D.** Fees will be assessed for bulky trash collections in accordance with a separate schedule of fees. Fees must be paid to the Finance Office at City Hall no later than close of business (5 p.m.) the Monday before the scheduled pickup. Payment can be made over the phone or at City Hall by credit card or at Municipal Center by money order or cash. No checks will be accepted.
- E.** The Public Works Director shall determine if an item(s) can or cannot be collected safely without harming personnel or property or if a bulky collection request is within the purview of the Public Works Department. If the Director determines in his/her sole discretion that the amount of the collection or the item(s) to be collected is/are unreasonable and/or fails to comply with the regulations and guidelines, the individual making the request will be notified prior to the collection that he/she will be billed for all labor and disposal fees or denied collection.
- F.** Mattresses and box springs must be bagged in airtight plastic bags to be picked up. Bags are available at the Public Works Building at cost.
- G. Prohibited Items**
 - 1. Construction debris of any kind (Boards, drywall, shingles, etc.)
 - 2. Paint
 - 3. Carpet (area rugs 8 x 10 or smaller are ok) Area rugs have a finished edge.
 - 4. Batteries (car and marine)
 - 5. Hazardous Material
 - 6. Tires on Rims
 - 7. Fencing

8. Propane tanks
9. Concrete, bricks, blocks, gravel, or dirt
10. Sheds
11. Fluorescent bulbs
12. Anything not specifically listed on the bulk trash request
13. Uncovered mattresses or box springs
14. Anything covered under previous item **E**.

Hazardous Materials

A. Individuals who must use syringes are to dispose of them in a capped hard container (i.e. glass or metal bottles, can or jars, etc.) prior to placing them into their trash for collection.

B. Poisons, acids, caustics, explosives, paints, fluorescent bulbs and similarly dangerous materials require special handling. The Public Works Department must be contacted for instructions on the proper disposal of said materials.

Accessibility of Refuse

Refuse must be accessible to be collected. Anything that hinders or impedes the collection of refuse will result in the non-collection of refuse. Discretion is left to the refuse collector. Cases in question are left to the discretion of the Public Works Director.

Dos and Don'ts for Refuse Collection:

1. **Don't** place refuse containers in the tree-well by the curb for collection
2. **Don't** block refuse and recycling items with cars or other items that will hinder collection.
3. **Don't** place items that are not to be disposed of near your refuse container – they may be inadvertently collected as refuse. The City is not responsible for items left by containers that are disposed of inadvertently.
4. **Do** confine pets on collection days.
5. **Do** keep gates leading to the refuse containers unlocked on collection days.
6. **Do** keep the path to the refuse clear of snow, ice and other debris.
7. **Do** place items for Wednesday special bulky pick-up in the tree well next to the curb for collection.

General Information

- A.** On snow days, there is a possibility that refuse will not be collected and no advance notice will be given. Trash will be picked up on next scheduled trash day. If a snow day falls on a bulky pickup day the bulky trash will be picked up on the Wednesday of the next full work week.
- B.** Sanitation employees are strictly prohibited from entering any private home or private garage in the City.
- C.** City trucks will not be left at private properties for loading of rubble, construction debris, or other material. A truck can be provided for community cleaning projects and to non-profit organizations involved in civic programs. Please contact Public Works at 301-577-1008 for details.
- D.** If refuse is not collected, or if any improper behavior by City employees while collecting refuse is noted, the Public Works Director is to be notified immediately at 301-577-1008.

Recycling Regulations

The City's Curbside Recycling Program

- A.** The City of New Carrollton began its own recycling program on July 1, 1996. Items to be recycled by the City of New Carrollton are mixed papers, and various containers made of glass, plastic and metal. Curbside recycling is picked up once a week on Thursday and Friday coinciding with trash pickup.
- B.** Curbside recycling instructions are as follows:
 - 1.** Newspapers are to be placed in a bin to prevent them blowing down the street.
 - 2.** Containers to be recycled include:
 - (a)** Plastics, drinking cups/glasses, flower pots, milk jugs, water jugs, liquid laundry detergent bottles, soda containers, and any other narrow-neck containers with resin identification numbers 1 through 7(excluding 6), wide-mouth containers such as peanut butter, yogurt, cottage cheese, sour cream, mayonnaise, whipped topping, margarine and butter tubs, and empty prescription bottles.

(b) Metals, including aerosol cans, food and beverage containers made from aluminum, bimetals and ferrous and steel, aluminum foil, and coat hangers.

(c) Mixed paper/corrugated cardboard, including all paper, catalogs and magazines, corrugated cardboard (boxes), frozen food packaging, hard and soft covered books, Kraft paper bags and wrapping paper, newspapers with inserts, paper board (cereal and cracker boxes), and telephone books.

(d) Unacceptable Items: Styrofoam packing and peanuts, light bulbs, broken glass, windowpanes and mirrors, motor oil & antifreeze containers, auto parts, medical waste, plastic wrap, Mylar, foil papers, plastic bags, and hazardous waste.

3. Preparation of recyclable containers:

(a) Do not place recycle material in plastic bags.

(b) Rinse containers with tap water.

(c) Place containers in recycling tub.

(d) Mix clear, green and brown glass with steel, aluminum and bi-metal containers.

(e) Recycle metal lids and metal caps.

(f) Do not remove labels.

(g) Do not crush metal containers.

C. Recycling totes can be obtained from the City's Public Works Department. Totes need to be placed on the curb before 7:00 a.m. each Thursday or Friday (to coincide with household trash pickup) for collection, but no earlier than 5:00 p.m. of the prior day for collection. The City should be notified if there is a problem with the collection of recycling. If a holiday falls on a Thursday or Friday, there will be no collection until the following non-holiday Thursday or Friday

Other Recycling

A. In addition to placing mixed paper in the City's recycling bins, paper (all types) can be recycled in Paper Retriever dumpsters located in the City. Call Public Works at 301-577-1008 for current locations.

B. Used oil and antifreeze shall be recycled by pouring them into their respective tanks at the City's Department of Public Works. The used oil and antifreeze recycling tanks are available 24 hours a day, 7 days a week. Used motor oil cannot be recycled with household refuse. This is for household disposal only no commercial use is allowed.

C. Used tires are recycled on Bulk Pickup days, and residents should call in for a bulk pickup. Residents are required to remove the tires from the rim before recycling.

Yard Waste

A. Bagged grass and leaves will be collected every Monday or Tuesday. Residents must use paper bags for yard waste as per Prince George's County Regulations. The use of any type of plastic bag will result in the yard waste being treated as trash. The collection day will be the same day of the first refuse collection day (i.e. Monday, if the first collection is Monday, and Tuesday if the first collection is Tuesday). Bagged grass and leaves should be placed by the trashcans but not in trash containers unless the container is clearly marked "Yard Waste". Bagged grass or leaves should not be placed at the curb for collection or mixed with garbage.

B. Loose leaves will be vacuum collected at the curb through a Citywide program each fall, and recycled through a City of College Park composting facility. Leaves should be placed in the tree box in front of the residence and not in the street. A fall leaf vacuum collection schedule will be placed in the City newsletter prior to collection. Residents are to review this schedule and rake their leaves to the curb prior to collection. Residents may call the Public Works Department at (301) 577-1008 for any fall scheduling changes. Residents preferring to bag their leaves for recycling may do so for pick up by the City. After the fall collection, residents are to bag leaves for recycling.

C. The City will **NOT** collect stumps regardless of how they are cut-up. Limbs shall be cut into manageable sections (under 50 pounds) and placed in the tree box by the curb. The citizen will call public works and set up a bulky pickup for the limbs which will be picked up, chipped, and disposed of on the next bulky trash day. Tree limbs over 10 inches in diameter will not be picked up.

Recycling Do's and Don'ts:

1. **Do** place limbs in the tree box by curb.
2. **Do** call Public Works for limb pick-up.
3. **Do** keep bagged grass and leaves by the trashcans.
4. **Do** remove tires from rims **before** recycling.
5. **Don't** place grass, leaves or brushwood in unmarked refuse containers or plastic bags.
6. **Don't** call Public Works to have grass and leaves collected.
7. **Don't** set bagged grass, leaves or bundled brushwood at the curb for collection.
8. **Don't** mix grass, leaves or brushwood with refuse.
9. **Don't** recycle used motor oil with household refuse.
10. **Don't** place recycle materials in plastic bags.
11. **Don't** place leaf piles in the street.



Ordinance 20-01
Budget Amendment Reconciliation No. One:
To Amend Ordinance 19-17
Current Expense Budget for FY 2020

Effective: July 17, 2019

AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020 AS EMBODIED IN ORDINANCE 19-17 TO REFLECT MONEY BROUGHT INTO THE BUDGET FROM CITY RESTRICTED/DESIGNATED FUNDS, ADD ADDITIONAL REVENUES, AND TO ADJUST VARIOUS EXPENDITURES

WHEREAS, the City Council of New Carrollton (the “City Council”), a body politic and corporate of the State of Maryland is authorized to adopt a fiscal year budget, pursuant to City Charter, §C-14 “Budget and Finance”; and

WHEREAS, the City Council adopted a budget for FY 2020 via Ordinance No. 19-17; and

WHEREAS, certain expenses reflected in the City budget will exceed their appropriated amount and require an adjustment in the FY 2020 Budget to reflect additional money being appropriated to these items; and

WHEREAS, the City Council wishes to amend the FY 2020 Budget to account for new revenues and expenditures since the enactment of the Budget; and

WHEREAS, the City Council may, by a four-fifths vote, declare any proposed ordinance or any proposed amendment to an ordinance to be an “emergency” and shall thereupon be authorized to introduce and enact such ordinance or amendment at a single meeting; and

WHEREAS, an emergency ordinance shall become effective on the date specified in the ordinance, but no ordinance shall become effective until approved by the Mayor or passed over his veto by the City Council; and

WHEREAS, the City Council hereby declares that it is in the best interests of the City that this Ordinance be deemed an emergency ordinance so that it may become effective immediately upon approval by the Mayor or when passed over his veto by the City Council.

Section 1. NOW THEREFORE, BE IT ENACTED AND ORDAINED by the City Council of New Carrollton, that Ordinance 19-17, Current Expense Budget for the City of New Carrollton, Maryland for Fiscal Year 2020, under the heading of “City of New Carrollton FY 2020 Adopted Budget” be and hereby is amended as follows:

Account # and Description	Original/ Amended Budget Thru #1	Decrease Revenue/ Increase Expense	Increase Revenue/ Decrease Expense	Amended Budget
Revenues				
01-1000-35340-OTHER MISCELLANEOUS GRANTS	0		10,000	10,000
01-1000-36850- UNDESIGNATED PRIOR YEAR SURPLUS	0		25,300	25,300
01-1000-36750- DESIGNATED FOR SPEED CAMERA	0		60,000	60,000
Total Revenues		0	95,300	
General Government				
Expenses				
01-1510-54560-HEAL GRANT	0	23,000		23,000
Total General Government		23,000	0	
Public Safety				
Expenses				
01-3010-54021-GPS TRACKING	0	8,800		8,800
01-3030-57100- VEHICLES	0	50,000		50,000
01-3030-57360- VEHICLE EQUIPMENT	22,500	10,000		32,500
Total Public Safety		68,800	0	
Public Works				
Expenses				
01-3710-52570-SANITATION SUPPLIES	3,000	3,500		6,500
Total Public Works		3,500	0	
Total Budget Amendment		95,300.00	95,300.00	

Section 2. BE IT FURTHER ENACTED AND ORDAINED by the City Council of New Carrollton, Maryland, with at least four-fifths of the total Council concurring, that this Ordinance be deemed an emergency ordinance so that it may be introduced and enacted on the same date and so that it shall become effective immediately upon approval by the Mayor or when passed over his veto by the City Council.

INTRODUCED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON, MARYLAND ON THE 17th DAY OF JULY, 2019.

EFFECTIVE DATE: July 19, 2019

Attest:

City of New Carrollton

Douglass A. Barber, MMC
City Clerk

Phelecia E. Nembhard, Chair
City Council

Approved:

Duane H. Rosenberg
Mayor

Date: _____