



NOTICE OF COUNCIL MEETING

NO. 96-15

THE CITY COUNCIL WILL MEET AT 7:00 P.M. ON MONDAY, JUNE 17, 1996,  
IN CONFERENCE ROOM #230 AT THE NEW CARROLLTON MUNICIPAL CENTER.

Topics of Discussion

- \* 1. West Lanham Hills Volunteer Fire Department and Rescue Squad, Inc. Carnival July 8 - 13 At Carrollton Mall.
- \* 2. Maryland Municipal League Legislative Priorities. (Copies of City Positions From Past Year Enclosed, Including Greenbelt Request On Moving Vehicle Violations-Fines-Distribution.)
- \* 3. Further Review and Discussion On Speed Humps Within The City.
- 4. Senator Pinsky - Wednesday, June 19, 1996, 7:30 P.M. Prior To Council Meeting To Discuss Legislation. He Will Review The Past Sessions' Legislation At The 8:00 P.M. Meeting.
- \* 5. Recommendation For The Vacant Position Of Code Enforcement Officer.
- \* 6. Codification Project.
- \* 7. Proposed Budget Amendment No. 18 (F.Y. 1996 Current Expense Budget) To Recognize Year End Revenues and Make Certain Expenditure Adjustments. (Emergency)
- \* 8. Review Of Council Meeting Minutes:  
April 1, 1996, Council Workshop
- \* 9. Review Of List Of Bills
- 10. Report Of The Mayor and Council
- 11. Adjournment

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Minutes of the City Council Workshop  
June 17, 1996

The meeting of the City Council Workshop meeting was called to order by Councilwoman Hurdle, Chairman of the Council at 7:00 p.m. Present were Councilmembers Garvey, Keleti, Potter and Schaffer. Also in attendance were Mayor Hanko, Administrative Officer Pierce and Assistant Administrative Officer Vitale. Public Works Director Robbins was excused.

Topics of Discussion

1. West Lanham Hills Volunteer Fire Department and Rescue Squad, Inc. Carnival July 8-13 at Carrollton Mall

Mr. Ed Stoner of the above fire department discussed their plans for a carnival at the Carrollton Mall. The owner has given approval to them to host one this year. He is coordinating their efforts. He is in charge of permits and is requesting that the City approve his permit. Mayor Hanko asked about security. Mr. Stoner said 4-6 officers will be on each night. He also stated that the foot traffic around the Mall has subsided with the introduction of the COPS office. Brief discussion followed. Mr. Stoner stated that the fire department will be displaying their new apparatus at the carnival. Councilwoman Hurdle asked how much money they made in 1994? Mr. Stoner stated that after expenses, \$20,000. They hope to duplicate this amount again. Councilman Schaffer asked whether his fire station is involved in casino nights. He stated they do not participate in casino nights. There are 37 separate corporations with 47 stations. Discussion followed on the sharing of casino night revenues with all the stations. Matter deferred to agenda for Wednesday evening.

2. Income Tax Filing Matter

Council Chairman Hurdle added this matter to the agenda. She asked the Administrative Officer to elaborate. He stated that the 1995 W-2's that were distributed have some errors. The City went to an in-house system in January, 1995. The numbers appeared incorrect when they arrived. It was determined that we had a FICA problem. After Bridgett Mock was hired, we had them complete the monthly financial reports on the new system for the period July through December. Subsequent to the completion to this task, they were directed to review our payroll journals and compare this product with the W-2's issued. He stated that the new system did not make the employer match on FICA taxes and was not withholding correctly. This became evident after the first quarter since we had to submit the employer's share at the end of the quarter. We thought that the problems were in the first half of the year. Bridgett Mock reviewed our records and found that the second half of the year tied out to

Minutes of the Meeting of the City Council  
June 17, 1996  
Page two

the cent under the PayAmerica system. When we went to their system, we hired them to do all the wires and to complete all appropriate forms. We then asked Payamerica to send back to us a copy of the data submitted by our former accounting officer to them to compare the data since we did not have a copy of the submittal. After our review of this data, it was determined that the data was not accurate. Therefore, although the data for the third and fourth quarters ties out completely, this submittal created a problem. A review was made then of the W-2's distributed and the journal recap performed by Bridgett Mock. The elected officials were allright except for Councilwoman Hurdle and Councilman Schaffer. There exists a \$70.00 overstatement of Maryland taxes which we did not withhold for these two persons.

There was another problem that those persons in the 457 plan did not have the social security withheld. In reviewing the rest, we made a decision that if a material difference existed, determined to be \$50.00, we would reissue the W-2. This would also effect the 941 quarterly reports. This action had to be taken as soon as possible. In reviewing the total amount of taxes due based on salaries were actually within \$4.00 of what we were supposed to pay to the State of Maryland. No funds are due the District of Columbia. Also, Bridgett Mock has determined that about \$900 was withheld and not forwarded to the IRS. This will be sent in immediately. The plan is to have representatives from Bridgett Mock Associates to come out and revise the employee's respective return and then they would refile. Some will get a refund and others will need to pay. Since this action is being taken so soon after April 15, any penalty or interest will be minimal. It appears that two or three employees have a problem in that their gross was under reported. This would have resulted in a greater refund. These proceeds will have to be remunerated to the government. Councilman Garvey asked that we contact Congressman Hoyer or Senator Pinsky in order to get the penalty and interest waived. Brief discussion followed.

Councilchairman Hurdle stated that this could result in a flag to be audited. She is concerned that some of our employees may have spent their return already. Councilman Keleti asked that the administration submit a summary statement on what happened, who caused it and how we are going to pursue it. Councilman Garvey said that the Council should have known about this problem earlier than tonight. Councilwoman Potter asked how many employees will need to refile. The Administrative Officer stated approximately twenty four. He stated that since the change to PayAmerica, all our records have tied out exactly. After all the review, it is clear that the problem in 1995 was not in the second half. Administrative Officer Pierce stated that he did not bring it up earlier because

Minutes of the Meeting of the City Council  
June 17, 1996  
Page three

it was not clear what the problem was since there was no pattern. Councilman Garvey expressed concern over the Council's non-involvement in this matter. He stated that he doubted that if the two elected officials had not been involved in this, the Council would not have been made aware of the problem. Brief discussion followed.

### 3. Maryland Municipal League Legislative Priorities

Council Chairman Hurdle stated that the deadline for MML legislation is June 28, 1996. The first item deals with the moving violations fines from vehicles distribution. Senator Pinsky will be here Wednesday at 7:30 p.m. to meet with us and will give a report on camera of the State Legislature's highlights from the 1996 session. Councilman Keleti stated that the State Aid for Police has been the offset in the past. He believes that the additional court costs approach is a better rationale. Councilman Garvey stated that the legislation as written, the shared funds would go to communities with police departments. This does not cover contract officer communities. Councilman Keleti stated that we should support it and the position of Greenbelt to substitute the language to include contract officers. He stated that we should support the distribution of court costs in our meeting with Senator Pinsky. Brief discussion followed on court costs. Administrative Officer stated that each case has a fee associated with it. The Council decided to send it to MML and support it with the Senator.

Council Chairman Hurdle spoke about the improperly registered motor vehicles legislation. It passed the Senate and lost in the House. It was determined by the Council that the City would again support this legislation. On SB-3, the Chairman stated that PGCMA has been very forceful on this item. This would set municipal elections for the Fall in an attempt to increase the turnout of voters. There is a concern that state officials could pick a slate for local elections. Councilman Garvey stated it is important to maintain non-partisan elections at the local level. The Council agreed to oppose this item when meeting with Senator Pinsky.

On PG 15,16 and 17, only 15 did not pass. These dealt with zoning matters requiring a super majority. These other two were signed by Governor Glendening. The discussion then went to a video tax. This matter will be pursued with the Senator.

3. Further Review and Discussion on Speed Humps Within the City

Council Chairman Hurdle stated that this item is on the agenda because we need to look at what the police are doing. If things can be resolved without speed humps, this would be good. She has not heard about any petition from the residents on Verona Drive for them. Brief discussion followed on the proposed petition process as submitted in the packet. Discussion followed on whether to use footage or blocks in order to get the proper number of signatures. Councilman Keleti stated he would like to get a fact sheet on the issue of humps versus bumps. Councilman Garvey stated he recently read an article in the paper which talked about how speed bumps cause damage to cars. Councilman Schaffer stated if we require 500 cars a day for the humps, this would kill Verona Drive. Councilman Garvey stated there is a speeding problem on Westbrook Drive. He does not see the police. Councilwoman Hurdle stated she wants to see tickets and not warnings issued by the police. Councilman Garvey suggested that perhaps more stop signs are needed. Councilwoman Potter stated we should keep radar going and put up some additional signs. The Council asked that the Public Works Director and a contract officer look at Sprague Place, Verona Drive, Lamont Drive and Westbrook Drive for possible stop sign placements.

4. Senator Pinsky-Wednesday, June 19, 1996, 7:30 p.m. To Review the Past Session

Council Chairman Hurdle stated Senator Pinsky would be here to discuss the past session and to address our legislative concerns prior to the meeting.

5. Recommendation For the Vacant Code Enforcement Officer

Administrative Officer Pierce stated that this item must be deferred to the next meeting. A review of the applications from the readvertisement has not been completed.

6. Codification Project

Administrative Officer Pierce stated that the section on the traffic control devices still needs to be done. Councilwoman Potter stated this would be a good job for Mr. Robbins who knows the City streets. Brief discussion followed.

7. Proposed Budget Amendment No. 18 (F.Y. 1996 Current Expense Budget) To Recognize year End Revenues and Make Certain Expenditure Adjustments (Emergency)

Administrative Officer made a change to the document and distributed a revised amendment for consideration. Councilwoman Potter reviewed the budget amendments of the year. Discussion followed on the content of the amendment. This amendment will make certain year end adjustments and recognize year end revenues. Additional grant monies need to be included in the amendment. Matter deferred to the Wednesday agenda for action.

Georgetown Paper Company Agreement

Administrative Officer Pierce reviewed the revised agreement with this company. The buckets have been ordered and the vendor will accept our recyclables. Councilman Schaffer asked about the percentages reimbursed under the agreement. He stated he recalled we were to get \$75.00 per ton. Brief discussion followed. Administrative Officer Pierce stated that the rates are way down and they are not going to pay for the commingled materials. This matter will be clarified with the vendor.

8. Review of Council Meeting Minutes

The Administrative Officer stated our recording secretary did not submit the minutes. These should be submitted later this week for review at the next meeting.

9. Review of the List of Bills

The bills were reviewed by the Council. Matter deferred to the Wednesday agenda.

10. Report of the Mayor and Council

Mayor Hanko stated that he has a meeting set up with the contract police officers and their supervisor shortly to discuss concerns raised by the Council.

Assistant Administrative Officer Vitale stated that Capitol Linens at the Carrollton Shopping Center opened this past weekend. A Christian book store also has opened at the Mall. She will make note of them in the next newsletter. Discussion followed on businesses obtaining City business licenses. It was the consensus of the Council that they would like to see all new businesses as

Minutes of the Meeting of the City Council

June 17, 1996

Page six

they open for business in the City. They will be invited to workshops to meet the City Council. She also stated that the Trash and Recycling Regulations have been printed and are being distributed to residents, copies of which were distributed to the Council. The tot lot is complete, but a safety set back problem will require the vendor to move a piece of equipment. The ADA renovations of the Municipal Center are effectively complete and a walk thru will be done later this week.

Administrative Officer Pierce stated that a May 31, 1996 financial statement has been prepared and has been distributed. He also stated that Mr. Berman can not make the meeting with the Council at night. His son is in a baseball league which plays at night. He asked if there was a particular time during the day in which we could meet with him. The Council stated they would not adjust their schedule. The Administrative Officer was directed to offer him either workshop in July.

The Administrative Officer reviewed a handout regarding our balance sheet. This matter was brought to his attention by Bridgett Mock Assocs. The Carrollton Early Learning Center Capital Replacement Fund is listed as a liability. When the vendor left, it was determined that the costs to put in the sprinkler exceeded the amount in the fund. As a result, the Mayor sent the owner a letter indicating these funds would not be returned. Our accounting firm wants us to rebook this item as a designated portion of the fund balance. This would allow these funds to be designated for the building until a use is determined. The Council agreed this should be moved and identified as suggested. The second item involves the Weinbach Scholarship Fund. In the past, these funds have been booked in the undesignated fund balance and a similar designation made for the fund. The Council concurred with this and the two items will be placed on the agenda on Wednesday agenda for action.

Councilman Garvey stated that the Trash Regulations are being distributed to the public prior to a review by the Council. This is a common courtesy and should have been able to comment on it.

Councilman Keleti asked about the business incubator. Assistant Administrative Officer Vitale said the meeting is later this week. He asked about the status of the Legg Mason study. She noted that Mr. Harrison has not returned a call to determine the status. He asked about the COPS trailer. She stated it will be operational this week. He also asked about the recycling vendor and whether we were ready to go July 1. The Administrative Officer stated we are ready to with AB Consolidated. We may run into a period where we can not give residents a bucket since they are on

Minutes of the Meeting of the City Council

June 17, 1996

Page seven

order. As a result of the City Tour, Councilman Keleti stated that he saw a lot of good houses and about a dozen that are deplorable. He suggested that we focus on those homes on a bi-monthly basis.

Councilman Schaffer asked the Administrative Officer to see the yard of this neighbor. The Administrative Officer stated the code enforcement officer was at the house a few days ago. They are on the list for a future cleanup. He also stated that Lt. Robshaw, head of the COPS officers will be a speaker at the MML Conference for a seminar he is leading on combating crime in public housing.

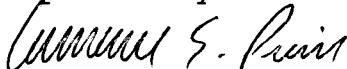
Councilman Garvey asked whether a sign would be placed on the COPS trailer. He asked the Mayor to ask the police whether a sign would go up since it looks just like a construction trailer. He also asked about the special crime edition. He stated that it seems to contain a lot of generic information. He thought that it would be a special crime edition. Councilman Keleti noted that originally, this was implemented with grant money.

Councilwoman Potter asked whether we were any closer to getting interns on staff. Administrative Officer stated that he has discussed this matter with Assistant Administrative Officer Vitale. They are looking into this matter.

Councilwoman Hurdle asked that the summary of projects list be prepared and distributed to the Council. The Administrative Officer stated that this will be done. She also asked that an article be placed in the newsletter about residents seeing a fox behind the Margaret Brent School. She also noted she attended a postal committee meeting. She gave the name of a resident who is receiving hate mail to the postmaster. She asked that at the last meeting there was too much laughter and discussion coming from the administration's end of the table. There needs to be more courtesy shown at the meeting.

Meeting adjourned at 10:35 p.m.

Respectfully submitted,



Lawrence E. Pierce  
Acting Recording Secretary