

THE CITY OF TAKOMA PARK, MARYLANDEXECUTIVE MEETING OF THE MAYOR AND COUNCIL

DECEMBER 9, 1968

CITY OFFICIALS PRESENT

Councilman Forshee (Mayor Pro-tem)
 Councilman Geib
 Councilman Hutmire
 Councilman Jones
 Councilman Kennedy
 Councilman Roth
 Councilman Turner

City Administrator Pridgen
 Corporation Counsel Gingerich
 Fire Chief LaScola
 Lieutenant Porter
 Director of Public Works Rhodes
 Asst. Bldg. Inspector Wollner
 Director of Recreation Ziegler

EXCUSED

Mayor Miller

The Mayor Pro-tem and Council for the City of Takoma Park, Maryland, convened in Executive Session in the Council Room, 8 Columbia Avenue, Takoma Park, Maryland on December 9, 1968 at 8:07 p.m.

Mayor Pro-tem Forshee called for corrections and additions to the Minutes of the meeting held on November 25, 1968. Councilman Kennedy requested that the last sentence of paragraph 3, page 3 be deleted and the following sentence substituted: "Chief LaScola said that the Fire Department hopes to obtain radio receivers to be placed in the homes of the firefighters." Councilman Geib requested that the last sentence on Page 4 under Civic Improvements Committee be changed to read as follows: "Councilman Geib proposed that the original motion be amended." Councilman Roth seconded the motion and it was duly carried.

CORRESPONDENCE RECEIVED:

1. Mr. Walter A. Scheiber, Executive Director, Metropolitan Washington Council of Governments: Request for views on the revised Potomac River Basin Compact. (Council as a Whole)
2. Mr. William B. McKinney, Executive Director, Montgomery County Revenue Authority: Transmittal without comment of a draft agreement from Greenbelt Consumer Services, Inc. (Council as a Whole and Corporation Counsel)
3. Mr. Clifford J. Waldron, Corresponding Secretary, Spring Park Community Association: Requesting Stop Signs on Prince George's Avenue at Elm Avenue. (Law Enforcement)
4. Mrs. C. E. Robertson, 7307 Willow Avenue, Takoma Park, Maryland: Complaint regarding barking dogs in the neighborhood. (Public Welfare)
5. Mr. John P. Hewitt, Regional Coordinator, Program "Open Space", Maryland Recreation and Parks Society: Announcement of a proposed new Open Space and Recreational program within the State and request for assistance on the project. (Parks and Recreation)

Councilman Geib suggested that the City Administrator take up the matter of the proposed park at Old Carroll Road with Mr. Hewitt to see if assistance may be obtained.

Mayor Pro-tem Forshee's comments:

Mayor Pro-tem Forshee welcomed those present and announced the customary cancellation of the second meeting for the month of December due to the Holidays. He stated that the next Council Meeting will be held on January 13, 1968. He added that Mayor Miller was attending the Annual Congress of the National League of Cities which is being held in New Orleans. Mayor Pro-tem Forshee expressed holiday greetings to all.

PUBLIC WORKS COMMITTEE: Councilman Roth, reporting

1. ANTI-LITTER SIGNS: Councilman Roth stated that these signs have been erected and suggested that the item be removed from the Agenda. He added that perhaps the Law Enforcement Committee could furnish a report with regard to anything which might have resulted from the erection of the anti-litter signs.
2. HEFFNER PARK RECREATION CENTER: Improvements will be commencing shortly.
3. ELM AVENUE: PEPCO will be making a report.
4. HEATHER AVENUE SERVICE DRIVE: Councilman Roth reported that Director of Public Works Rhodes had met with the residents of the area and representatives from PEPCO to discuss some of the problems which were presented at the last Council Meeting. He said that there was a stumbling block with the placement of one of the poles but he was sure that a solution could be found.
5. PERMIT - PEPCO: Councilman Roth reported that PEPCO has requested a permit to construct underground conduits on several City streets. There was some discussion about the possibility of these power lines interfering with the proposed Civic Center and it was suggested plat plans of the Civic Center be shown to PEPCO. Councilman Roth proposed a motion which was seconded by Councilman Jones authorizing the City Administrator to issue a permit for the underground conduit construction which PEPCO has requested, provided that it does not interfere with the proposed Civic Center. The motion was duly carried.
6. FLOOD LIGHTING-FOREST AND SPRING PARKS: These lights have not yet been installed.
7. SECRETARIAL DESKS: Councilman Roth presented a motion for the approval of the following Ordinance.

ORDINANCE NO. 2036

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND

- SECTION 1. THAT it has been determined that the Public Works Department Office is in need of two new secretarial desks, AND
- SECTION 2. THAT quotations have been received from Columbia Business Furniture, Inc., AND
- SECTION 3. THAT the Director of Public Works be authorized to purchase two Lyon "traditional" secretarial desks from Columbia Business Furniture Inc. at a cost of THREE HUNDRED AND SEVEN DOLLARS (\$307.00) per desk, AND
- SECTION 4. FURTHER THAT the total cost of these two desks, SIX HUNDRED AND FOURTEEN DOLLARS (\$614.00) be transferred from the RESERVE FUND to Account No. 12.103

The motion was seconded by Councilman Geib and the above Ordinance adopted by a Roll Call Vote recorded as follows: Councilmen Geib, Hutmire, Jones, Kennedy, Roth and Turner. Nay: None. Excused: None.

8. CONTOUR CHAIRS - GYMNASIUM: At the last meeting, Mayor Miller requested that quotations be obtained to supply contour chairs in lieu of folding chairs. Councilman Geib presented a motion for the approval of the following Ordinance.

ORDINANCE NO. 2037

BE IT ORDIANED BY THE MAYOR AND COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND

SECTION 1. THAT it has been determined that the Fire Department Gymnasium is in need of new stacking chairs, AND

SECTION 2. THAT Form-a-Lite stacking chairs No. E-400 listed in the Adirondack Chair Co., Inc. catalog at a price of \$6.31 each in lots of 100, are available, AND

SECTION 3. THAT the Director of Public Works be authorized to purchase ONE HUNDRED (100) Form-A-Lite stacking chairs from Adirondack Chair Co., Inc. in the amount of SIX HUNDRED THIRTY-ONE DOLLARS (\$631.00) plus approximately FIFTY DOLLARS (\$50.00) for freight, AND

SECTION 4. FURTHER THAT the total funds required for the purchase of these contour stacking chairs, SIX HUNDRED AND EIGHTY ONE DOLLARS (\$681.00) be transferred from the Reserve Fund to Account No. 10.813C.

The motion was seconded by Councilman Geib and the above Ordinance adopted by a Roll Call Vote recorded as follows: Aye: Councilmen Geib, Hutmire, Jones, Kennedy, Roth and Turner. Nay: None. Excused: None.

9. ACCUMULATION OF MUD: Councilman Roth reported that the building contractors concerned had been informed by the Law Enforcement Committee to correct the situation at these sites and that steps have been taken by the contractors to clean up the mud. Councilman Roth requested that this item be removed from the agenda.

10. MISCELLANEOUS: Councilman Roth also reported that the second leaf collection is about to start. He added that flood lights have been installed on top of the library to light the temporary parking lot and that arrangements had been made with the contractor to use electricity from the library for the Christmas Tree lighting.

11. STREET LIGHTING: Councilman Hutmire suggested that letters be written to the residents who requested additional street lighting on Lincoln Avenue and Sligo Creek Parkway informing them that studies of this area would be carried out routinely in connection with a very current study in that area on lighting needs. Councilman Roth proposed a motion which was seconded by Councilman Geib requesting that letters be written to the people concerned informing them that the Public Works Committee is engaged on a study of the street lighting all through that part of the City near East West Highway and that their request will be made a part of this particular study. The motion was duly carried.

FIRE PROTECTION COMMITTEE: Councilman Kennedy reporting

1. WINCHESTER-TAKOMA: Councilman Kennedy requested, as there were no further difficulties as far as the Fire Protection Committee was concerned with regard to this property, that it be removed from the Agenda.
2. FIRE SIREN: Councilman Kennedy reported that Chief LaScola was presently obtaining quotations on home receivers, for installing in some firemen's homes and these quotations will be presented to the Fire Protection Committee and subsequently to the Mayor and Council.
3. CHRISTMAS ILLUMINATIONS: Councilman Kennedy remarked on the beautiful illuminations that have been erected by the personnel of the Fire Department on the Fire House and requested that a letter be written to Chief LaScola to be presented to the personnel expressing the Council's appreciation.
4. PERSONNEL: On the recommendation of Chief LaScola, Councilman Kennedy proposed a motion recommending that Private Robert A. Bowman be given a permanent appointment to be effective December 16, 1968. The motion was seconded by Councilman Jones and duly carried.

CIVIC IMPROVEMENTS COMMITTEE: Councilman Geib reporting

1. FIRST READING - ARTICLE 5: Councilman Geib presented for first reading, Article 5 which will establish the office and position of Director of Inspections and Licenses for the City. Councilman Turner brought up several points and after discussion, Councilman Geib suggested that any alterations to the proposed Article be held over until the final reading at the next Council meeting. (See attached Proposed Article 5)
2. ANNEXATION OF LAND - COLUMBIA UNION COLLEGE: Councilman Geib reported that City Administrator Pridgen was working on this project.
3. 103 SHERIDAN AVENUE: Councilman Geib reported a letter from Corporation Counsel Gingerich which advised that Decree Pro Confessor has been signed by the Court requiring that this property be used in conformance with the zoning regulation, and also that the owner had called to advise that the family which was living in the property was in the process of moving.
4. 1111 SLIGO CREEK PARKWAY: Councilman Geib reported that the Sheriff had made service upon the operator of this business on November 19th which means that the Rule to Show Cause will come up for Hearing before the Circuit Court for Prince George's County on December 17th.
5. 114 GRANT AVENUE: Councilman Geib reported that there seemed to be some improvement in this property and requested that Building Inspector Wollner give a report on the property at the next meeting.
6. 12 JEFFERSON AVENUE: Councilman Geib reported that the Corporation Counsel had advised that the case of the Mayor of the City of Takoma Park vs. Bodil Frederiksen, Equity No. 35466 has been assigned for trial in the Circuit Court for Montgomery County on February 19, 1969.
7. F-196 ZONING APPLICATION: Councilman Geib stated that the Montgomery County Council has granted re-zoning from R-60 to R-20 for land located on the West side of Ritchie Avenue.

SPECIAL LIBRARY COMMITTEE: Councilman Jones reporting

1. LIBRARY EXPANSION: Councilman Jones stated that he had complained to the architect about the poor housekeeping on the construction site at the Library. The contractor has started to clean it up and will keep the construction site in better order.

2. EMERGENCY GENERATOR FOR THE FIRE HOUSE:

Councilman Jones stated that the bid on the electrical work has amounted to more than previously estimated and noted that the contractor's original bid of \$3,500.00 has been negotiated and reduced to \$2,900.00. This cost, plus the estimate of \$548.00 submitted by Mr. Rhodes for the enclosure which is protection from sabotage along with other costs of installation requires an increase in the appropriation to \$9,000.00. Councilman Jones proposed a motion for the adoption of the following Ordinance:

ORDINANCE NO. 2038

BE IT ORDAINED BY THE MAYOR AND COUNCIL FOR THE CITY OF TAKOMA PARK, MARYLAND

SECTION 1. THAT Ordinance No. 2029 adopted September 23, 1968 authorizing the purchase of a generator for use of the Fire Department for the sum of FOUR THOUSAND, FIVE HUNDRED DOLLARS with funds from the Reserve Fund, AND

SECTION 2. THAT the cost of electrical conduits, wiring and connections has been quoted in the sum of TWO THOUSAND, NINE HUNDRED DOLLARS which contract is hereby awarded to Walter F. Ridgeway, Electrical Contractor, AND

SECTION 3. THAT other costs have been encountered such as special adaption of equipment, freight, materials for vandal-proof structure, oil tank and connections, etc.

SECTION 4. THEREFORE, whereas the total cost is anticipated to be approximately nine thousand dollars, an additional sum of FOUR THOUSAND, FIVE HUNDRED DOLLARS (\$4,500.00) be transferred from the Reserve Fund to Account No. 10.813D.

The Ordinance was seconded by Councilman Geib and adopted by a Roll Call Vote recorded as follows: Aye: Councilman Geib, Hutmire, Jones, Kennedy, Roth and Turner. Nay: None. Excused: None.

PARKS AND RECREATION COMMITTEE: Councilman Jones reporting

1. CITY PROPERTY ADJACENT TO TAKOMA PARK ELEMENTARY SCHOOL: Councilman Jones pointed out that there are problems with parking for teachers as a result of the additions to the School and the proposed erection of the fence by the City. The Engineer for the Board of Education has surveyed the situation and prepared a plan to alleviate same which will require the use of additional City property. The Council reviewed the plan and Councilman Turner was appointed Chairman of a sub-committee to look into this matter particularly as related to the playground equipment to be donated by the P.T.A.

2. PORTION OF J. ENOS RAY ELEMENTARY SCHOOL TO BE USED FOR CITY PURPOSES: Councilman Jones requested that this item be removed from the agenda until the Prince George's County School Board decides how much land will be available for City use.

PARKS AND RECREATION, cont.

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3. RADIO STATION WGTS-FM: Councilman Jones stated that he had been appointed by Mayor Miller to represent the Council on the governing board of Station WGTS-FM and attended the meeting on December 4, 1968. He reported that WGTS-FM plans to increase the height of its antenna by fifty feet, making it one of the most powerful stations in the Washington area. The programs will be enlarged eventually to include national and international news broadcasts and City announcements. He added that the committee will also be enlarged to twenty-five people which will include religious groups, personnel from Columbia Union College and other leading citizens.

FINANCE COMMITTEE: Councilman Forshee reporting

Councilman Forshee stated that the Finance Committee did not have a report to make at this time.

LAW ENFORCEMENT COMMITTEE: Councilman Turner reporting

1. INCREASED POLICE FORCE: Councilman Turner referred to a request made by citizens at the last Council meeting for an increase in the Police Force to permit more street patrol and stated that he agreed that this was a good suggestion, however, no action could be taken at the present time and further that it would be brought up when the Budget Hearing is held in about three months. Councilman Turner requested that Lt. Porter convey this statement to the people concerned.

2. WINCHESTER-TAKOMA: Councilman Turner requested that this item be removed from the agenda.

3. HALYCON HALL - COLUMBIA UNION COLLEGE: Councilman Turner stated that the street where this loading zone has been requested is a State Road and the request would have to be forwarded to the State Roads Commission. He added that possibly it would be more desirable to place "No Parking" signs on this street and after discussion among the Council, Councilman Turner presented a motion, which was seconded by Councilman Roth, authorizing the Law Enforcement Committee to come to an agreement with Columbia Union College Administrators as to the situation, and then request the City Administrator to forward a letter to the State Roads Commission for their recommendations. The motion was duly carried

4. MOTORCYCLES - POLICE DEPARTMENT: Councilman Turner referred to a memorandum from Chief Foster requesting that the Police Department purchase two new motorcycles to replace a 1961 and 1963 model which are no longer serviceable and presented a motion for the adoption of the following Ordinance.

ORDINANCE NO. 2039

BE IT ORDAINED BY THE MAYOR AND COUNCIL FOR THE CITY OF TAKOMA PARK, MARYLAND

SECTION 1. THAT the Police Department has need of two new motorcycles due to the age and condition of the two presently in service.
AND

SECTION 2. THAT Harley-Davidson of Washington, Inc. has submitted a bid of \$3,735.50 for two new motorcycles, such price including a trade-in allowance of \$750.00 fir the two new motorcycles, AND

SECTION 3. THAT the contract for the purchase is hereby awarded to Harley-Davidson of Washington, Inc., AND

LAW ENFORCEMENT COMMITTEE, cont.ORDINANCE NO. 2039, cont.

SECTION 4. THAT the Clerk-Treasurer is hereby authorized to assign to Harley-Davidson of Washington, Inc., the title of the 1961 Harley-Davidson motorcycle bearing Serial No. 61FL-3240 and the title of the 1963 Harley-Davidson motorcycle bearing Serial No. 63FL-3985 AND

SECTION 5. FURTHER THAT, the sum of \$3,735.50 be transferred from the Reserve Fund to Budget Account No. 11.113

The motion was seconded by Councilman Geib and adopted by a Roll Call Vote recorded as follows: Aye: Councilmen Geib, Hutmire, Jones, Kennedy, Roth and Turner. Nay: None. Excused: None.

PUBLIC WELFARE COMMITTEE: Councilman Hutmire reporting

1. 122 PARK AVENUE: Councilman Hutmire reported that Building Inspector Wollner had visited this property and verified the improvements as claimed in the owner's letter to the Council had been made. This included cleaning up the surrounding ground, removal of stones on the front porch and roof and washing down the outside of the house. Councilman Hutmire proposed a motion that the City Administrator and the Building Inspector cooperate in writing a letter to the owner of the property advising him that he has thirty (30) days to correct the violations on the property. Councilman Hutmire suggested that this letter should list the violations which the Council expects the owner to complete during the 30 day period. The motion was seconded by Councilman Geib and duly carried.

2. WINCHESTER-TAKOMA: Councilman Hutmire reported that Building Inspector Wollner continues to make checks on this apartment house and at the present time the boiler room, incinerators and hot water systems are in good working order.

* COUNCIL COMMITTEE: Mayor Pro-tem Forshee

1. ASSISTANT CORPORATION COUNSEL: Mayor Pro-tem Forshee proposed a Resolution for the appointment of Mr. Glen Culpepper as Assistant Corporation Counsel. The motion was seconded and duly carried.

RESOLUTION

BE IT RESOLVED that Glen Culpepper, Attorney at Law, is appointed as Assistant Corporation Counsel, to serve under the direction of the Corporation Counsel.

2. EMERGENCY HOMES, INC.: Question was raised as to the placement of low-income families within the City by Emergency Homes, Inc. Councilman Hutmire mentioned having observed a notice of public meeting of the organization and requested the City Administrator obtain factual information from Emergency Homes, Inc. concerning this matter within the City of Takoma Park.

As there was no further business to come before the Mayor and Council at this time, the meeting was adjourned at 10:15 p.m. to reconvene in Regular Meeting on January 13, 1969 at 8:00 p.m.

ARTICLE 5C

- SECTION 1. There is hereby established the office and position of Director of Inspections and Licenses for the City. Said Director shall be appointed by the Council. He shall be subject to suspension by the Mayor, for good and sufficient cause, until the next meeting of the Council, thereafter, when his status shall be determined. The Council shall have the power to remove him at its discretion.
- SECTION 2. The Director of Inspections and Licenses shall be responsible for skilled inspectional and enforcement activities in securing and maintaining compliance with codes, ordinances and regulations relating to building construction, safety, zoning, housing, registration and/or licensing, signs and nuisances within the City. Such duties shall include but not be limited to existing City Ordinances regulating unsafe and unfit buildings, multiple family and rooming houses and other rental property, standards of health and safety of rental housing, registration and inspection of housing and institutions and factors that tend to depreciate property values and create nuisances in the community.
- SECTION 3. The Director of Inspections and Licenses shall strive toward securing compliance of various ordinances and regulations, developing liaison with appropriate City and County officials, seeking their cooperation as necessary, both to avoid legal action and to obtain supporting documentation in the event of same. He shall administer regulations with understanding, tact and restraint, as well as with fairness and firmness.
- SECTION 4. The Director of Inspections and Licenses shall cooperate with local citizens boards, committees and groups having interest in matters under his supervision.
- SECTION 5. The Director of Inspections and Licenses shall, under the supervision of the Mayor, plan, develop, organize, schedule, direct, publicize and participate in a program of effective inspection and enforcement activity to ensure that applicable codes, ordinances and regulations relating to buildings, housing, land-use, registration and licenses are enforced within the City. He shall discern the necessity for additional regulation authority and recommend accordingly.
- SECTION 6. The Director of Inspections and Licenses shall recruit, train, advise and supervise the work of subordinate inspectors and employees conducting assigned duties.
- SECTION 7. The Director of Inspections and Licenses shall prepare budget estimates, regular and special reports, procedures, policies and other documents relating to the duties of his office, and perform other duties as may be assigned.

FINANCIAL STATEMENT
OF BANK BALANCE

as of November 30, 1968

SUBURBAN TRUST COMPANY - GENERAL FUND

Balance as of October 31, 1968	\$ 99,372.92	
Audit adjustment	- 3.14	
November Cash Receipts	\$ 67,893.38	\$ 167,263.16
November Disbursements		<u>97,030.63</u>
Balance as of November 30, 1968		<u>\$ 70,232.53</u>

SUBURBAN TRUST COMPANY - PAYROLL ACCOUNT

Balance as of October 31, 1968	\$ 10,807.39	
Transfer from General Funds	\$ 65,288.87	\$ 76,096.26
November Cash Disbursements		\$ 61,967.74
Balance as of November 30, 1968		\$ 14,128.52

CITIZENS BANK OF MARYLAND - GENERAL FUND

Balance as of October 31, 1968	\$ 5,139.12	
No transactions during November	-	\$ 5,139.12
Balance as of November 30, 1968		<u>\$ 5,139.12</u>

CITIZENS BANK OF MARYLAND - SPECIAL ASSESSMENT FUND

Balance as of October 31, 1968	\$ 1,616.15	
No transactions during November	-	\$ 1,616.15
		<u>\$ 1,616.15</u>

AMERICAN NATIONAL BANK - GENERAL FUND

Balance as of October 31, 1968	\$ 19,433.66	
Adjustment of Service Charge in October	8.55	\$ 19,442.21
No disbursements during November		-
Balance as of November 30, 1968		<u>\$ 19,442.21</u>

CITIZENS BANK OF MARYLAND - RECREATION SAVINGS A/C TP-63

Balance as of October 31, 1968	\$ 1,394.62	
No transactions during November	-	\$ 1,394.62
Balance as of November 30, 1968		<u>\$ 1,394.62</u>

PETTY CASH

Balance as of November 30, 1968		\$ 200.00
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U.S. TREASURY BILLS

					<u>COST</u>	<u>MATURITY</u>
Purchased	9/10/68	Due to	Mature	4/22/69	\$ 48,363.56	\$ 50,000.00
"	9/11/68	" "	"	5/31/69	\$ 28,856.57	\$ 30,000.00
"	9/25/68	" "	"	3/24/68	\$ 48,697.50	\$ 50,000.00
"	9/26/68	" "	"	5/31/69	\$ 19,284.58	\$ 20,000.00
"	10/ 2/68	" "	"	12/26/68	\$ 49,393.19	\$ 50,000.00
"	10/ 2/68	" "	"	1/30/69	\$ 49,136.67	\$ 50,000.00
"	10/ 2/68	" "	"	2/27/69	\$ 48,920.83	\$ 50,000.00
"	10/18/68	" "	"	6/30/69	\$ 48,072.89	\$ 50,000.00
					<u>\$ 340,725.79</u>	<u>\$ 350,000.00</u>

ATTEST:

Harold M. Pridgen
City Administrator
Clerk Treasurer

APPROVED:

Clayton D. Farshee
Mayor Pro-Tem