

**Commissioners of Leonardtown**  
**Town Council Meeting Minutes**  
**February 12, 2007 ~ 4:00 P.M.**

Attendees: J. Harry Norris, Mayor  
Walter Wise, Vice President  
Thomas Collier, Councilmember  
Robert Combs, Councilmember  
J. Maguire Mattingly, III, Councilmember  
Leslie E. Roberts, Councilmember

Also in attendance were: Laschelle Miller, Town Administrator; Jennie McGraw, Plans Reviewer; Rebecca Sothoron, Town Treasurer; Jackie Post, Fiscal Clerk; Robin Guyther, LBA; Irene Parrish, Jerome DuVal; James Horstkamp, SMWC; Rich Fuller, SMWC; Mary Wood, SMWC; John Wharton, Enterprise. A complete list of attendees is on file at the Leonardtown Town Hall.

Councilmember Wise called the regularly scheduled meeting to order at 4:00 p.m. After the recitation of the Pledge of Allegiance, Councilmember Wise proceeded to take up the first item of business.

**Approval of Minutes:**

The meeting minutes for the January 8, 2007 Town Council meeting were presented for approval.

**Councilmember Wise entertained a motion to approve the January 8, 2007 Town Council meeting minutes; Councilmember Collier moved to approve the minutes, seconded by Councilmember Mattingly; motion passed unanimously.**

**Treasurer's Report – Rebecca Sothoron**

The financial information packet, as of January 31, 2007, was distributed to Council. During the month \$370,000 was transferred to the checking account for expenses. We are 58% through the budget year. As there is still a bug in the software, at this time, department totals are inaccurate and line item totals are accurate.

You will have a draft budget to review at the next Council meeting. Requests were due Friday. Not everyone has submitted budget requests and I am still trying to collect all that information.

At the table today is a copy of the budget request that was sent to the County for the tax differential. It is a reminder as to how it is calculated and the details for coming up with the amount. The half-year tax levy was mailed today. The State Department of Assessment just downloaded the data pile last week and we have nine accounts that are being mailed with an additional 1,600 in property tax revenues.

Councilmember Wise asked if there were any outstanding from last year.

Ms. Sothoron replied that we have one or two accounts that are being handled by the County Treasurer for outstanding 2005 taxes. The good news is that it was only two.

Ms. Sothoron explained that because the Maryland legislature is in session now and different bills are introduced, a lot of these bills have fiscal notes attached to them so that the House and Senate can debate as to whether it is a mandate or too expensive and how much the fiscal impact would be to the County and Towns. Today I had to respond to three fiscal notes.

Ms. Sothoron also noted that she would have to resubmit the pre-application for the ENR loan and grant funding. This is just a function of not being ready to go to construction. They try to set aside money to jurisdictions that are ready to go to construction and because we are still trying to finalize the design they are asking us to resubmit.

Two budget workshops will be held to review the draft budgets, one for the General Fund on Tuesday, March 20 at 4:00 p.m. and one for the Enterprise Fund & Capital Project Budgets on the following Monday, March 26 at 4:00 p.m.

### **Planner's Report – Jennie McGraw**

#### Planning and Zoning Meeting held January 16, 2007

#### **CASE # 151-05: Brinsfield Funeral Home, 22955 Hollywood Road, Recommendation to the Board of Appeals.**

Applicant: Jim Bacot, Brooks Run Builders  
Owner: Edward Brinsfield  
Location: 22955 Hollywood Road  
Zoning: Residential Multi-Family (R-MF)

The applicant Jim Bacot of Brooks Run Builders is filing for a variance to expand a non-conforming use. There were some issues with the actual square footage and more information was needed therefore it was tabled.

**CASE # 113-06: Tom McKee, Lawrence Ave & Washington Street, Parcel 319. Discussion and Presentation.**

Applicant: Tom McKee  
Location: Lawrence Ave & Washington Street  
Zoning: Residential Single Family (R-SF)

The Applicant Tom McKee brought forward some ideas for discussion on his property located on Lawrence Avenue.

No action was needed, just for discussion.

**CASE # 3-07: Board of County Commissioners, 41770 Baldrige Street, New Meeting Room at the Governmental Center. Concept Approval**

Applicant: Board of County Commissioners  
Engineer: Paul Davis, William H. Gordon Associates, Inc.  
Location: 41770 Baldrige Street  
Zoning: Institutional Office (I-O)

The Applicant submitted plans for a new meeting room located at the Governmental Center site. Concept Plan was approved by the board.

**CASE #1-07: McKay's Food and Drug-40845 Merchants Lane, 4000 sq. ft. addition Concept/Final Site plan approved.**

Applicant: Fairland Market, Inc.  
Engineer: John Norris, NG & O  
Location: 40845 Merchants Lane, Shops at Breton Bay  
Zoning: C-B

The Applicant requested concept and final site plan approval for the liquor store addition at the Shops at Breton Bay. The Board approved the concept and final plan.

**CASE # 7-06: College of Southern Maryland Fitness and Wellness Center Concept Approval**

Applicant: College of Southern Maryland  
Location: 22950 Hollywood Road, College of Southern Maryland, Leonardtown  
Engineer: KCI Technologies, Shachi Sant  
Zoning: Institutional Office (I-O)

The College of Southern Maryland, Leonardtown Campus is planning a proposed addition of a New Wellness Center building. The Board approved the Concept and Final site design for the new wellness center.

## **Upcoming February 20, 2007 Agenda**

### **CASE # 36-06: Community Bank, Final Site Approval**

Applicant: Tri-County Federal Savings & Loan  
Location: 25395 Point Lookout Road  
Engineer: Bolton & Associates  
Zoning: C-B

The Applicant has submitted plans for Final site plan approval.

### **CASE # 38-06: Sterling House, Modified Site Plan Approval**

Applicant: Dean Beck  
Location: Washington Street  
Engineer: Jonathan Blasco, Mehaffey & Associates  
Zoning: C-B

The Applicant has submitted plans for Modified Site plan approval.

### **CASE # 87-06D: Ledo's Pizza at Breton Market Place, Final Site Approval**

Applicant: Wayne Davis  
Location: 25460 Pt. Lookout Road  
Engineer: Jonathan Blasco, Mehaffey & Associates  
Zoning: C-B

The Applicant has submitted plans for Final Site Approval.

### **Police Report – Deputy Maloy**

For the month of January there were 25 incidences in Town. Traffic accidents were down this month from 18 to 12, three of which were in parking lots. Continuing traffic enforcement along Route 5 and Moakley Street. There has only been one reported accident. There were two DWI arrests along Route 5 and on the 25<sup>th</sup> of the month a prisoner escaped from the Detention Center; he was caught a short time later.

Councilmember Roberts inquired about the hot line that was supposed to let the Town residents/businesses know about the escape and noted that quite a few folks did not get a call.

Deputy Maloy stated that he would look into this situation.

Ms. Miller remarked that she was going to follow-up with a letter regarding this situation.

Councilmember Combs asked how much of the Town was supposed to receive a call?

Ms. Miller remarked that she believed that all town residents should have received a phone call.

## **Town Administrator's Report – Laschelle Miller**

### **Hillside Ride**

Councilmember Combs was intrigued with a new business concept and asked if Mr. Jerome Duval could provide the Council with a brief presentation on a new business concept he is hoping to start-up in Town entitled Hillside Ride of Breton Bay.

Mr. Jerome Duval provided Council with a brief introduction of himself and his new company, Hillside Ride. He explained that he recently moved into the area about two years ago and currently works in Washington, DC for Homeland Security.

His business concept for Hillside Ride is to provide a shuttle and valet service to residents and visitors of the Town of Leonardtown using environmentally friendly vehicles called Neighborhood Electric Vehicles (NEVs). They are street legal vehicles, similar in style to a golf cart but, more modernized, that can be driven up to 35 mph. He would like to provide shuttle service at the square as well as mobile advertising.

Councilmember Roberts noted that it has been one of our long-term goals to have a Town shuttle service.

Ms. Miller remarked that Mr. Duval was here today to introduce himself and his proposed business but Town staff has not had any formal meetings with Mr. Duval. We will set up a meeting with Mr. Duval to discuss his concept and will bring this business concept back before the Council for consideration.

*Council agreed that Mr. Duval's Hillside Ride vehicle service has potential and would be interested in hearing more details in the future.*

### **LBA - Live Music Proposal**

Ms. Miller explained that the Leonardtown Business Association is proposing live music on the square and Robin Guyther is here today to provide Council with information, obtain feedback and to discuss the possibility of having live music on the square the 4<sup>th</sup> Saturday of the month from May-August, from 4:00 p.m. till 7:00 p.m. They are proposing no cost to the Town and not closing any streets.

Mr. Guyther remarked that there have been several small musical events on the square during lunchtime and they have been a big draw for the Town. Some of the LBA members have met and would like to pursue bringing regular musical events to the square during the summer months. LBA plans to provide the funds and we are asking the Council for permission to use the square and also use of the Town stage.

*Council agreed that they are in favor of having music on the square.*

**So. Md Winegrowers Cooperative Presentation-** James Horstkamp and Steve Purvins will give a short presentation on the winery project at the Pt. of Leonardtown. They have been developing a business plan for the winery and forming the cooperative. Steve has drawings for the proposed renovation of the building. This will be for information only.

Mr. Purvins introduced himself and the other members in attendance and proceeded to update the Council on the design and plans for using the old State Highway facilities for a winery. Mr. Purvins provided Council with copies of the concept drawings for their review and ideas the winegrowers would like to do with the property.

Mr. Purvins explained that part of the inspiration for the concept drawings was the groundbreaking and the name Port of Leonardtown. We felt that the "Port" theme referring to the steamboats coming in to the Wharf and also referencing wine, made for the creative design of the steamboat style wine bar and dock style fronting.

Councilmember Combs asked if they would have a gift shop.

Mr. Purvins replied yes, there would be a merchandise display area, not only wine related items but also they hope to include some old time Maryland items.

Councilmember Collier inquired if they will have tours at the winery?

Mr. Purvins responded that that will be an important aspect of the winery and they will have regular tours planned.

Councilmember Collier stated that the side facing Route 5 needs attention so that it does not look like the back of the building.

Mr. Purvins noted that they have plans to place a prominent flagpole visible from Route 5, surrounded by a unique monument style base to provide potential sponsors an opportunity to purchase a paver or a brass plaque as a way for them to support the Winery and raise funds.

Councilmember Wise asked if there were enough suppliers in the area?

Mr. Purvins noted that there are a lot of new growers that are taking advantage of the Tri-County Council that offered assistance to new growers. We initially hoped to open in late 2007 but there is still a lot of work to be done.

*Council was very impressed with the concept drawings and excited the project is moving forward.*

**Daniel Guenther Liquor License Letter of Request** - *This item has been removed from today's agenda and has been moved to next month's meeting.*

**St. Mary's County MOU for Wharf Funding** - I have been working with County staff to update the 2001 MOU to reflect the additional pledge of 1.7 million dollars by the County for the Leonardtown Wharf project. A copy is attached. This requires approval by the Commissioners of Leonardtown and then will go to the Board of County Commissioners for their signature.

**Councilmember Collier moved to authorize Mayor Norris to sign the Memorandum of Understanding for the Wharf funding for presentation to the St. Mary's County Commissioners; Councilmember Roberts seconded, no further discussion, motion passed unanimously.**

**Letters of Support for Two So. Md. Heritage Area Grants** - Staff is preparing two grant applications for the Southern Maryland Heritage Tourism program that require letters of support. Because we are submitting 2 applications and may only receive funding for one, we need to designate which of the applications is the highest priority. The two projects are:

- Port of Leonardtown- A \$35,000 grant request for a bridge across the McIntosh to lead to the 58 acres of hiking trails. The project estimate is \$70,000. The grants require a 50/50 match.
- Leonardtown Wharf- A request for a \$14,000 grant to fund design and construction of interpretive historic and environmental signs required by CAC within the project. The total project estimate is \$28,000 and requires a 50/50 match. The matching funds would come out of the existing project budget.

**Streetscape Water and Sewer Project-** We will need to have a special meeting in a week or so to make a decision.

**Route 5 Design** - Ms. Miller noted that she had a meeting on Friday with State Highway regarding the Route 5 widening design. We are starting that process and the design team will be coming down to Leonardtown to go over the different areas and will meet with the various builders who will be affected.

**Town Website** - Ms. Miller stated that the Town's Website had recently been updated with a new design and it really looks nice. We have been working closely with Southern Maryland Online and they do this free of charge and would like to do a letter of recognition from the Council. Dee Jay Gude has worked a lot of hours on redesigning and updating our website.

**CSM** - Ms. Miller commented that she met with Dean Talley to discuss additional parking. The CSM recently lost their funding for the Wellness Center as it was removed from the Governor's funding. We discussed some ideas for temporary solutions until they are able to build additional parking lot(s).

**Mayor's Report** – Mayor Norris - absent

**Council Reports:**

**Events – Councilmember Mattingly:**

**Upcoming Events of Interest/Meeting Reminders:**

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Tuesday, Feb. 13	9:00 AM	Chamber Tourism Committee meeting @ SM Airport Conference Room
Wednesday, Feb. 14	7:30 AM	Governmental Affairs @ SM Airport Conference Room
Wednesday, Feb. 14	8:30 AM	LBA Meeting @ The Good Earth

**Upcoming Events of Interest/Meeting Reminders:**

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Meeting</u></b>
Thursday, Feb. 22	7:00 PM	Southern Maryland Legislative Reception @ Loew's Annapolis Hotel
Monday, Feb. 26	8:00 AM	Chamber 2007 Legislative Breakfast @ J. T. Daugherty Conference Center
Wednesday, Feb. 28	7:30 AM	Governmental Affairs Committee @ SM Airport Conference Room
Wednesday, Feb. 28	5:30 PM	Chamber Business After Hours @ DMWL Dugan, McKissick, Wood & Longmore 22738 Maple Road, Suite 101, Lexington Park

Ms. Miller stated that if any Council members were interested in attending the legislative reception in Annapolis, please let Ms. Dimsey know and she will obtain tickets.

Councilmember Roberts stated that she is planning on attending.

**Grounds – Councilmember Combs:** No report

**Streets and Roads – Councilmember Wise:** No report

**Capital Projects – Councilmember Collier:**

The Wharf project is progressing nicely. They removed the large crane and finished with the pilings. Well # 4, we have submitted our last permit request and waiting on its approval from the State.

**MML/SMMA – Councilmember Roberts:**

Councilmember Roberts stated that the next SMMA meeting is March 21 at North Beach.



**Adjournment:**

**Councilmember Collier moved to adjourn the meeting. Councilmember Mattingly seconded the motion, which passed unanimously. The meeting adjourned at 4:45 p. m.**

Respectfully Submitted:

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Teri Dimsey, Recording Secretary

**Approved:**

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Absent  
J. Harry Norris, III, Mayor

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Walter Wise, Vice President

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Thomas R. Collier, Councilmember

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Robert C. Combs, Councilmember

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J. Maguire Mattingly, III, Councilmember

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Leslie E. Roberts, Councilmember