

Commissioners of Leonardtown
Town Council Meeting Minutes
April 9, 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; Rebecca Sothoron, Town Treasurer; Teri Dimsey, Recording Secretary; Dan Burris, LBA, Jerome DuVal, Hillside Ride; John Wharton, Enterprise. A complete list of attendees is on file at the Leonardtown Town Hall.

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

Approval of Minutes:

The meeting minutes for the February 16, 2007 Special Town Council meeting were presented for approval.

Mayor Norris entertained a motion to approve the February 16, 2007 Town Council meeting minutes; Councilmember Mattingly moved to approve the minutes, seconded by Councilmember Roberts; motion passed unanimously.

The meeting minutes for the March 12, 2007 Town Council meeting were presented for approval.

Mayor Norris entertained a motion to approve the March 12, 2007 Town Council meeting minutes; Councilmember Collier moved to approve the minutes, seconded by Councilmember Wise; motion passed unanimously.

Mayor Norris noted that the budget workshop schedule will be changed due to conflicting schedules.

Councilmember Roberts stated that she would not be available on April 26th.

Mayor Norris remarked that he will contact the Council members on the new date(s) for the budget workshops and coordinate so that all are able to be in attendance.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron stated that at the table today is the financial information for the month of March. During the month, \$535,000 was transferred to the checking account to cover expenses.

We are waiting for approximately \$800,000 for reimbursement for the Wharf project from the County. We are 75% through the budget year. Previously, I mentioned there was a bug in our new software and I did an upgrade and it appears as if they have fixed part of the problem, not all of the problem, so we have correct departmental year to date totals but the percentages are not calculating correctly (in total).

Also at the table today is the draft budget. Please bring the entire packet with you when the budget meeting date is finalized.

A significant amount of work has been done to rewrite the trash contract. Our attorney recommended that we change the structure of the contract. It has been handled as a franchise agreement and should be set up more like a contract agreement. I have written a new contract and our attorney has reviewed it. The advertisement for the bidders will be in Wednesday's paper. The bid opening is scheduled for May 11, 2007 and the contract is scheduled to be awarded June 11, 2007, Town Council meeting. We will have to work through a transition period if there is a change in the successful bidder from Waste Management to another company.

Ms. Sothoron stated that she will also be doing numerous quarterly reports and billings as we have passed the first calendar quarter of the year. As budget amendments and projects come to the table money may need to be shifted around, although this has not been a high priority, the plan is to bring it to the table in May.

Planner's Report – Laschelle Miller

Planning and Zoning Meeting - March 19, 2007

- Ledo's Restaurant – Final site plan approval. Located at Breton Market Place
- Mountain Mudd Espresso – Final site plan approval. Kiosk will be located by Ahearn Insurance
- Sterling House - Revised site approval/final site plan approval for the restaurant and parking lot
- Community Bank of Tri-County – Received final site plan approval
- Board of County Commissioners Meeting Room at the Governmental Center – Final site approval

Upcoming Planning and Zoning Meeting – Monday, April 16, 2007

- St. Mary's Hospital – Addition to the maintenance shop
- Dr. Allen's building – Rear addition
- Four Rivers Condo – Condo plat Dr. Morgan's building in Singletree

Councilmember Roberts confirmed that there is a Board of Appeals meeting coming up.

Ms. Miller replied yes, it is scheduled for Tuesday, April 24 at 5:00 p.m. regarding the McKay's sign variance and the Brinsfield variance case.

Police Report – Deputy Gray Maloy

There was one notable event for the month. There was a burglary suspect living in an apartment over top of the Cerro Grande restaurant in the Town Square. The Square was shut down for a short time and the suspect eventually came out on his own. The businesses and citizens were very cooperative during the event.

Mayor Norris stated that when Route 5 was re-striped, traffic did slow down for a period of time but the traffic speed has since started to pick back up. The issue of the Route 5 speeding has become an important issue again.

Town Administrator's Report – Laschelle Miller

McIntosh Lift Station Repairs – The lift station is in immediate need of electrical repairs. We advertised prices for those repairs. We did have \$23,500 budgeted in this year's budget and will be bringing forward a budget amendment. We have proceeded with getting the parts ordered, as this is being handled as an emergency.

Hillside Ride Parking Enforcement Proposal – Mr. DuVal arrived here today in the electric car and is here to provide an overview of an idea I discussed with him to assist the Town with parking enforcement. Mr. DuVal has prepared a proposal for discussion. It is significantly over what we have previously estimated for parking enforcement but we have really not done any extensive research. This gives us a good number to know what we are dealing with if we decide to establish a parking enforcement program.

Mayor Norris introduced himself to Mr. DuVal and asked if it would be possible to take a ride in the electric car.

Mr. DuVal responded that he would be more than pleased to have the Mayor and Council members take a ride around Town at the end of today's meeting.

Deputy Maloy remarked that he believes the electric vehicle would be helpful with parking enforcement. The main thing would be educating our residents on the need for parking enforcement and its benefits.

Councilmember Roberts noted that we are not necessarily seeking a revenue stream from parking tickets but our objective is to make sure that there is adequate parking for patrons and visitors.

Mr. DuVal stated that he would like to thank Mr. Wharton with the Enterprise for the great article on Hillside Ride shuttle service and describing the electric car.

Mr. DuVal commented that he is here today to present more information on an idea that came up during discussion with Ms. Miller. The Town is beginning to experience parking constraints that may not be too bad today but looking forward it will become more of a challenge. I am presenting a program entitled the "Parking Ambassador Program". The purpose is to implement parking enforcement that emphasizes a hospitality approach to enforcement of parking regulations. The primary goal is to promote the area, resolve concerns and deter criminal activity and help to make the downtown area a better, safer, friendlier place to live, visit and conduct business. Mr. DuVal went
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through the presentation that was included in the Council members' packets. He concluded that even though the Ambassador Parking Program may not be right for today, Hillside Ride will still be in business providing shuttle services for residents and visitors; there is a seat in the car that is designated for seniors and those with special needs.

Mr. DuVal also stated that he would like to ask the Council members permission to use the Town's Park Avenue storage space to help store the vehicles.

Councilmember Roberts remarked that this was a very informative presentation and it does require quite a bit more than we had budgeted, but it has also given us some facts to deal with such as needing two part-time people and the necessary training. This gives us something to talk about and think about as we move forward with the parking enforcement program.

Mr. DuVal mentioned that the research for this presentation was based on programs already in existence in Baltimore and other cities. Hopefully this will be a helpful guide.

Mayor Norris thanked Mr. DuVal for his time and efforts and looked forward to a ride in the electric car at the conclusion of the meeting.

Ms. Miller continued with her report:

Leonard's Grant – Building and grading permit were issued. Some work has begun on the entrance road, swm and the sewer force main and they anticipate beginning Phase I of the homes in early fall but they need to get the infrastructure in first.

Storage Shed – The WWTP storage shed needs to be replaced immediately. We received three competitive prices, which are slightly over the \$5,000 bid threshold when you add in the freight. Staff recommendation is to award the purchase to Best Built Barns and Shed due to the quality of their construction.

Councilmember Roberts moved to approve the purchase of a new storage shed for the WWTP from Best Built Barns and Shed; Councilmember Mattingly seconded; no further discussion, motion passed unanimously.

Maryland Economic Development Association (MEDA) – The Town of Leonardtown is on the agenda as a featured tour and the tour has sold out. A group of state officials will be coming by bus to tour the Wharf. Afterwards, we will take them to Cerro Grande for a brief reception to talk more about the revitalization of the Town and to show off the Town Square.

Mayor Norris inquired of Mr. DuVal if the electric car would be available for use to showcase the new shuttle service.

Mr. DuVal responded that he would be happy to provide the car for use for that day.

Japanese Visitor – Mr. Tanaka will be visiting Leonardtown and will be attending the May Town Council meeting. He will be staying with a local family who are friends of Ms. Miller's. He will also be meeting with other County officials and touring the Town of Leonardtown.

Council Reports:

Events – Councilmember Mattingly:

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Tuesday, April 10	9:00 AM	Chamber Tourism Committee meeting @ SMC Airport Conference Room
Wednesday, April 11	8:30 AM	LBA Meeting @ Old Towne Crafters
Wednesday, April 11	12 Noon-3 PM	Health Connections Van in the Town Square
Wednesday, April 18	11:30 AM	Chamber Members Luncheon, celebrating “Staff Appreciation Day” @ Outback Steakhouse
Sunday, April 22	12:30-4:30 PM	Earth Day Celebration in the Town Square
Sunday, April 22	2 PM-5 PM	Retirement Reception for Dr. John Fenwick @ Hollywood Fire House
Wednesday, April 25	7:30 AM	Governmental Affairs Committee meeting @ SMC Airport Conference Room
Wednesday, April 25	5:30 PM	Chamber “Business After Hours” @ St. Mary’s Ryken High School
Sunday, April 29	8 AM-4 PM	Spring Fling XXII Classic Car Show on the Town Square (Raindate May 1)
May 3 - May 6		14 th Annual Spring Fling @ SMC Fairgrounds
Wednesday, May 9	1:00-6:30 PM	Chamber Business Showcase 2007 @ So. Md. Higher Education Center

Grounds – Councilmember Combs: No report

Streets and Roads – Councilmember Wise: No report

Capital Projects – Councilmember Collier:

Councilmember Collier reported that there is a lot of activity going on at the Wharf.

MML/SMMA – Councilmember Roberts:

Councilmember Roberts stated that the next SMMA meeting will be hosted by the Town of Chesapeake Beach on Wednesday, May 16.

Ms. Miller noted that MML received over 2,600 entries for the If I Were Mayor Contest of which 100 entries were received from Leonardtown.

Mayor Norris remarked that we recently had 100 kids from the Leonardtown Elementary School attend a mock Town Council meeting here in the Town Hall. It was a very interactive session with lots of participation from the kids.

Adjournment:

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

Respectfully Submitted:

Teri Dimsey, Recording Secretary

Approved:

J. Harry Norris, III, Mayor

Walter Wise, Vice President

Thomas R. Collier, Councilmember

Robert C. Combs, Councilmember

J. Maguire Mattingly, III, Councilmember

Leslie E. Roberts, Councilmember