



Commissioners of Leonardtown

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LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **October 11, 2010 ~ 4:00 P.M.**

Attendees: J. Harry Norris, Mayor
Walter Wise, Vice President
Dan Burris, Councilmember
Thomas Collier, Councilmember
Roger Mattingly, Councilmember
Leslie E. Roberts, Councilmember

Also in attendance were: Laschelle McKay, Town Administrator; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Jackie Post, Fiscal Clerk; Cpl. Smolarsky, SMCSO; George Abell, Resident; Joe Orlando, LBA. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Norris called the regularly scheduled meeting to order at 4:05 p.m. and called for 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 September 13, 2010 Town Council meeting were presented for approval.

Mayor Norris entertained a motion to accept the minutes as presented.

Councilmember Collier moved to approve the September 13, 2010 Town Council meeting minutes; seconded by Councilmember Roberts; no further discussion, the motion passed unanimously.

Treasurer's Report – Ms. Sothoron

Ms. Sothoron reported that she transferred \$50,000 into to the checking account. We are 25% through the budget year. Ms. Sothoron explained that on the income statement there is a category entitled Other Operating Expenses which is where the settlement expenses for the Wharf transaction are recorded. Under Recreation and Parks Department then Other Operating Expenses is where the costs of the improvements for the Wharf have been recorded. We have until October 31 to work on

~~all of the financial statements and get them submitted to the State of Maryland. Murray and Wamsley will return next week to do the final field work and will be present at our November meeting to submit their report.~~

COUNCIL: WALTER WISE, Vice President DANIEL W. BURRIS
THOMAS COLLIER ROGER L. MATTINGLY LESLIE E. ROBERTS

Councilmember Burris asked if all the revenues seem to be in line.

Ms. Sothoron responded that we will be able to report a surplus in the General Fund and a surplus in the Enterprise Fund for Fiscal Year 2010.

Councilmember Roberts inquired about the legal fees for the Wharf. Have they all been paid or are we still receiving invoices?

Ms. Sothoron replied that as far as she knew the August invoice was the last but we do continue to have issues outstanding for other reasons.

Planning Report – DeAnn Adler

Last month's meeting was cancelled; no cases to be heard.

This month's meeting will be held on October 18, 2010 at 4:00 pm. and there are two cases on the agenda.

Case # 53-10 - 41750 & 41760 Eldon Lane – Request for subdivision of a single family lot.

Case # 68-10 – 41585 Peabody Street – Request for a boundary line adjustment plat at the St. Mary's Nursing Home.

Councilmember Roberts noted that Ms. Adler had received some recognition for her work in assisting Mr. Wheatley with the meter project and the Stormwater Management project.

Ms. McKay thanked Ms. Adler for stepping up to assist with those projects.

Deputy Report - Deputy Smolarsky

Deputy Smolarsky reported that we are coming into a busy time with upcoming events. The Tractor Parade went very smoothly.

Mayor Norris noted that when we do have events on a Sunday it does require some street closures for a period of time. He asked Mr. Orlando of Fenwick Used Books how it affected his business as his shop is one of the few open on a Sunday.

Mr. Orlando remarked that the only issue for him is the loudness of the speaker which is located right out in front of his store. It makes it difficult to conduct business and he would like to have the speaker turned off.

Ms. McKay responded that a switch could be placed on the pole so the speaker can be turned off.

Mayor Norris thanked Deputy Smolarsky for her report and for assisting with the Tractor Parade and moved on to the next order of business.

Town Administrator Report – Laschelle McKay

James Warnick- Soap Box Derby Request- Mr. Warnick requested bringing the Soap Box Derby back to Leonardtown on June 4th of next year. One ongoing issue is the group finding another location to store the race equipment and cars. We have been working on this issue for over three years. To date, he does not have an alternate storage site.

Stormwater Management Ordinance Draft Review- After many months of going back and forth with MDE and consultation with Bill Eckman from LaPlata, attached is the MDE approved Stormwater Management Ordinance. This month it is being presented for information only. Next month we will introduce it as Ordinance No. 148 and then take action on the ordinance in December. Please review the Ordinance and let me know if you have any questions. All content in the ordinance is mandated by MDE. We were able to go back and add some flexibility mirroring language that LaPlata was able to get through in their ordinance. I would like to extend a special thank you to DeAnn Adler for taking on the bulk of this work through the process.

Councilmember Roberts stated that Mr. Eckman, former Mayor of LaPlata, was instrumental in bringing this subject to the forefront.

Councilmember Collier inquired as to staff time to evaluate the swm issues on a daily basis.

Ms. McKay responded that at this time, it will still continue to go through DPW for review until we pass this ordinance. We will have to monitor and inspect the facilities and additional staff time will be needed. Mr. Wheatley will be handling the inspections and we will assess the amount of time required for inspections and reports required.

Councilmember Burris noted that in looking over the requirements they will take quite a bit of additional staff time to complete.

Ms. McKay stated that we would have the authority to fine, if necessary, but in turn we can be fined for not doing what we are supposed to be doing.

Discussion of Waterway Improvement Fund Grant Status at Leonardtown Wharf- The Department of Natural Resources (DNR) has contacted the Town regarding the outstanding \$200,000 grant for the dockage at the Wharf. The grant is now three years old and, unless at least a portion is expended before June 30, 2011, will probably go away. We no longer have the matching money budgeted. Direction is needed as to what to tell DNR now that we have the property settled.

Mayor Norris stated that if Council agrees, we should move ahead to get a general idea of what we would like to see at the Wharf in regards to seawalls, piers, etc... and the estimated cost. We can then determine what the grant money could be used for and the additional funding we would have to provide.

Councilmember Roberts remarked that she would not like to see us lose the grant money and agrees we should move ahead with determining the needs and the cost.

Councilmember Burris agreed and stated that he has seen many boats parked further out that would love to tie up to the pier to explore Leonardtown and to pick up necessary supplies.

GHD (Stearns and Wheler) Report on Church Street Tower Project- GHD has submitted a report regarding removal versus rehabilitation of the Church Street water tower. Their recommendation which is on page 4 of the report shows that the cost of demolishing the tower and making piping improvements to the Tudor Hall tower would be less expensive than the original proposal of rehabbing the Church Street Tower. The estimate that town staff sought was under our current contract with Delahay Construction. Staff would recommend getting bids or estimates for the 16 inch line to compare with the 12 inch line for additional fire flow and future growth considerations. The project can move forward either by being put out for bid or under the existing water/sewer contract.

Ms. McKay noted that Mr. Wheatley has done a quick estimation and it looks like it will cost approximately \$50,000 to go to the 16 inch line. We need to consider which option to approve.

Council Members asked a variety of questions regarding using, keeping or changing from the 12 inch pipe to the 16 inch pipe and how it would affect or benefit the Town presently and in the future.

Councilmember Burris suggested the possibility of keeping the Church Street Tower but disabling it and using it primarily as a large billboard/advertising vehicle for the Town or use it if necessary.

Several Council Members felt that may be a good idea but it would require maintenance and upkeep, like painting etc. and that if it would not really be that beneficial, it should come down.

Councilmember Collier moved to approve the option of placing the installation of a 16 inch line out to bid and to take the Church Street Tower off-line but look at the possibility of demolishing the tower or restoring it; seconded by Councilmember Roberts, no further discussion, motion passed unanimously.

Award Contract for Snow Removal Services- The contract for snow removal for the town was bid on September 8, 2010 and four bids were received. The contract is for a two-year term with two two-year options. The low bidder was Bowles Farm. The current rate of \$80 per hour has been in effect since 2003. Bid sheets are attached.

Bowles Farm	\$85 per hour per piece of equipment
Dirt Works	\$80-\$98 per hour per piece of equipment
Bay Country	\$100 per hour per piece of equipment
AB&H	\$118-\$150 per hour per piece of equipment

Councilmember Roberts moved to approve the awarding of the Snow Removal bid to Bowles Farm; seconded by Councilmember Collier, no further discussion, motion passed unanimously.

Mayor Norris asked Ms. McKay for a status on the streetscape project.

Ms. McKay stated that they have had two walk-thrus with the same outstanding issues being addressed. The main item was the crosswalks. There was some redesign work done as we did not accept their first design which would have been a maintenance nightmare. There are a number of crosswalks still to be completed, but once they are, there will just be some minor items to correct. We do still have a warranty on some landscaping until next year. We have a final walk-thru before they pull out to make sure that all details are completed.

Mayor's Report

Mayor Norris stated that when we have a lot of rain our facilities department watches both the McIntosh Run but more importantly the Town Run which borders our utility plant. Our utility department worked overnight to oversee and make sure that we did not experience any problems. We appreciate their help; they deserve a lot of credit for their efforts.

We are also working on the water meter installation, reading the meters and troubleshooting any issues. This has been a huge undertaking, requiring much staff time and the project is taking much longer than anticipated due to unforeseen issues.

Mayor Norris recently learned that when Ms. Post started working on the accounts over seven years ago, she began with approximately 460 accounts and we have added over 360 accounts, so we have about 720 accounts today with the same staff doing the work since 2003.

Mayor Norris stated that the main purpose of the water meter project is water conservation and will not translate into reduced water bills but will reduce water usage. Finding substantial leaks and other issues that require repair will help alleviate heavy water usage overall.

Council Reports

Events: - Councilmember Mattingly

Upcoming Events of Interest/Meeting Reminders:

October 10	SN 11:00 AM	Civista Health Potomac Heritage Cycle Tour- Wharf Stop
October 10	SN 12:30 PM	Tractor Parade around Square- So MD Antique Power Association
Sat. October 16	Sunrise	Yoga at the Wharf
October 16-17 Contest	ST 10 AM-6 PM SN 11 AM-6 PM	U.S. Nat'l Oyster Shucking Championship & Nat'l Oyster Cook Off- County Fairgrounds
October 22-23	FR 6-9 PM/ST 9 AM-4 PM	Heavenly Presents Grand Opening

Upcoming Events of Interest/Meeting Reminders:

Wed., Oct. 27	5:30 PM	BB&T host After Business Hours at La Quinta and Suites, California, MD
October 30	ST 1 PM-4 PM	Trick-or-Treat on the Square- Leonardtown
November 11	TH 10 AM	Veterans Day Parade
Friday, Nov. 26	5 PM-9 PM	Christmas on the Square & Tree Lighting
Saturday, Dec. 18	11 AM – 1 PM	Santa & Mrs. Clause on the Square

Councilmember Mattingly stated that he was unable to attend the Fall Follies but heard that it went smoothly and was well attended.

Councilmember Burris noted that at the recently LBA meeting he heard from the Fall Follies members that it was less attended than last year but overall it was a good event. They would like to reconsider where they set up for next year, thinking they may draw more attention.

Ms. McKay stated that the Veterans Day Parade lineup has moved to St. Mary's Ryken High School and will then lead down Fenwick up to Washington Street with the ceremony to be held on the square as usual. We have heard some comments about heading up the hill but we have accounted for that and plan a smooth transition.

Ms. McKay reported that we have had some requests to make the Trick or Treat event a bit bigger, holding a pet costume parade contest and to add some vendors such as cotton candy. Our concern is that for this particular event we do not close the streets but if gets bigger than we will need to provide more overall control, such as closing down the streets, to protect the kids and pedestrians.

Councilmember Mattingly noted that he is in favor of the Town holding events as he feels it is very beneficial. He would like to see the Trick or Treating event grow bigger, especially for the kids.

Mr. Orlando remarked that Mr. Mark Whipkey of SMAWL had requested the pet costume parade but realized it was too tight of a timeframe to do for this year but would like to recommend it for next year. Ms. Judy Dillon, who handles the scarecrow-making would love to see the pet parade added and add more highlights to the event. If it were expanded it may have a more positive effect as it relates to the businesses in town.

Ms. McKay noted that as there is a lot more interest, we could make plans to expand the event next year.

Councilmember Mattingly remarked that the Fire House is hosting their second Comedy Night this year on Saturday, October 23. They have two well known comedians and plan to continue this annually to benefit the Fire House but to also use as a draw to visit Leonardtown.

Streets and Roads – Councilmember Wise

No Report

Capital Projects – Councilmember Collier

No Report

Councilmember Collier noted that these projects were discussed earlier during this meeting.

Ms. McKay was asked to provide an update on the Port of Leonardtown Public Park. She reported that we did receive our permits from MDE but, not for the bridge. Mr. Combs is continuing to oversee this project and he is working on a budget to see how far along he can get on the project prioritizing. They are doing some fill now, getting some grass planted and working on the walkway along the water. The lighting people have been out to the park and are working with the Winery Co-Op on those details. The plan is to see how far and how much we can accomplish with the money budgeted and how we can then move forward on completing the project.

Community Development – Councilmember Burris

Councilmember Burris reported that he is working on compiling a list of available properties and a list of possible businesses to pursue. We have received a few phone calls from people who are searching for available space. We are working on an Arts Center and deferred to Mr. Orlando to expand on this project.

Mr. Orlando commented that there was a recent article in the Enterprise which was picked up by the Washington Post. The Arts Center will be in the Court Square building with artists. We have received a number of very serious inquiries from artists who have come in to show me their work. We are putting together a well-informed jury now to aid in assembling quality artists for the Arts Center. We hope to hold a soft opening on January 1, 2011 with a major black-tie type of event as the Arts Center gains more exposure.

Mayor Norris stated that this is an exciting project as the artists would be working most evenings and this would encourage other retail shops to stay open later in the evenings for people to come into town to shop.

MML/SMMA – Councilmember Roberts

Councilmember Roberts reported that the MML Fall Conference is coming up and Mayor Norris or a representative will be attending. The legislative dinner will be held on Wednesday, December 1st, hosted by the Town of La Plata.

Mayor Norris entertained a motion to adjourn.

Councilmember Burris moved to adjourn the meeting at 5:00 p.m.; Councilmember Mattingly seconded the motion, which passed unanimously.

Respectfully Submitted:

Teri Dimsey, Recording Secretary

Approved:

J. Harry Norris, III, Mayor

Walter Wise, Vice President

Daniel W. Burris, Councilmember

Thomas R. Collier, Councilmember

Roger L. Mattingly, Councilmember

Leslie E. Roberts, Councilmember