



# Commissioners of Leonardtown

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41660 Courthouse Drive • P. O. Box 1, Leonardtown, Maryland 20650

301-475-9791 • FAX 301-475-5350

leonardtown.commissioners@verizon.net

leonardtown.somd.com

J. HARRY NORRIS III  
Mayor

LASCHELLE E. MCKAY  
Town Administrator

## **Commissioners of Leonardtown** **Town Council Meeting Minutes** **August 8, 2011 ~ 4:00 P.M.**

Attendees: J. Harry Norris, Mayor  
Walter Wise, Vice President  
Daniel W. Burris, Councilmember  
Leslie E. Roberts, Councilmember  
Roger L. Mattingly, Councilmember

Absent: Thomas R. Collier, Councilmember

Also in attendance were: Laschelle McKay, Town Administrator; Teri Dimsey, Recording Secretary, Dick Myers, The Bay Net; Jason Babcock, The Enterprise; Guy Leonard, County Times; Judy Atkins, HTRE. A complete list of attendees is on file at the Leonardtown Town Hall.

Vice President Wise called the regularly scheduled meeting to order at 4:00 p.m. and called for the recitation of the Pledge of Allegiance.

Vice President Wise proceeded to take up the first item of business.

### **Approval of Minutes**

The meeting minutes for the July 11, 2011 Town Council meeting were presented for approval.

**Vice President Wise entertained a motion to accept the minutes as presented.**

**Councilmember Mattingly moved to approve the July 11, 2011 Town Council meeting minutes; seconded by Councilmember Burris; no further discussion, the motion passed unanimously.**

### **Treasurer's Report** – Ms. Laschelle McKay

Ms. McKay reported that Ms. Sothoron is out on vacation but she did provide a written report which has been provided in Council's packet.

Ms. McKay reported that \$75,000 was transferred from MLGIP to the Operating Account. Ms. Sothoron was able to get the tax bills sent out before she left and noted that she had an increase of 155 accounts. She wanted to thank Ms. Williams and Ms. Post for their assistance. She also reported that a lot of work has been accomplished on the new rate structure for the water and sewer billing. She anticipates scheduling a workshop in August to brief Council.

**Planning Report** – DeAnn Adler

Ms. Adler reported that the Planning and Zoning meeting last month was held on July 18, 2011.

We had one case on the agenda:

**Case #18-11 – 22490 Breton Bay Drive** – The applicant was seeking a P & Z recommendation for a variance to construct a home within the 100' Critical Area Buffer. The P & Z Board voted a recommendation of approval to be forwarded to the Board of Appeals for this project. A public hearing is scheduled for August 23, 2011 at 5:00 p.m. and the project has been advertised and posted as required.

The P & Z meeting this month will be canceled as we have no cases to be heard.

**Deputy Report** – Laschelle McKay

Ms. McKay reported that Deputy Smolarsky is anxious to return to work but continues to do light desk duty until released by her doctor.

In the interim, Deputy Gray is in attendance today if Council has any questions.

Mayor Norris thanked Deputy Gray for his support.

**Town Administrator Report** – Laschelle McKay

**Liquor License Transfer Letter of Support for Lynn's Café and Catering-** Lynn Brady is requesting a letter of support to transfer the existing Class B Beer, Wine and Liquor, On and Off Site Sales license currently held by Cahil's Café and Catering at 26005 Point Lookout Road. (formerly The Tea Room). The license will be under JETTB's, LLC DBA Lynn's Café and Catering.

**Councilmember Roberts moved to send a favorable letter of support to the Alcohol Board to transfer the license from Cahil Café and Catering to Lynn's Café and Catering; seconded by Councilmember Burris, no further questions, motion passed unanimously.**

**Decision regarding ENR Upgrade and Expansion of the Leonardtown WWTP-** Mr. Jeff Sturdevant, Engineer with GHD, who has been working with us for several years on this project, is present today to give a brief overview of how we got to this point. He will go over some of the decisions from the presentation at the workshop on July 20<sup>th</sup>. The decision we are trying to get to at this month's meeting is that we will move forward with the Enhanced Nutrient Removal upgrade, we will design for an expansion to .94 mgd using the alternative 1 process, treatment lagoon. We will also move forward with securing the funding and meeting with MDE. We will also need to authorize design funding soon but those numbers are not yet available.

Ms. McKay turned the meeting over to Mr. Sturdevant to proceed.

Mr. Sturdevant stated that he has been involved with the expansion project since 2007 when the plan was to expand to the plant to 1.2 mgd. But when the economy slowed down it was determined that it was best to put it off. The idea now, as part of the Chesapeake Bay Restoration program, requires all treatment plants in the state to upgrade for enhanced nutrient removal. GHD was asked to look at preliminary options to get from the present total of 680,000 gallons per day to the capacity of 900,000

gallons per day. The project team included participants from GHD, Ms. McKay, Ms. Sothoron, Mayor Norris and Councilmember Collier. We met on a monthly basis and came up with four alternatives. One was to keep the existing lagoon and add ancillary structures to it. Another was to look at a completely new process and the third option was to look at adding a supplemental process and keep the lagoon as well. The final process we looked at was an innovative process that we tossed out as it did not work with the plants configuration. We did cost evaluations for each one of these alternatives and it was decided that the best option was to keep the existing lagoon and add ancillary facilities to it. This was the lowest cost alternative and kept 80% of the existing process, which was good for operations so that no retraining costs would be necessary. We figure that the capital costs for the expansion costs and ENR upgrade will be \$20 million dollars with the project to begin design in September to have this facility on line by June of 2014.

Ms. McKay noted that it is a very tight site but the team tried to look at alternatives for phasing it in and this upgrade should take us out to the next twenty years.

Councilmember Burriss asked Ms. McKay to expand on the \$20 million dollar cost.

Ms. McKay stated that at this time we have not contacted MDE to confirm what will qualify for an upgrade and what qualifies for expansion. Once we know the numbers that the State will cover for the ENR. The balance of it will be funded by impact fees. The expansion portion will be paid for by new development and not from existing residents.

Mr. Sturdevant commented that there were a few more improvements that will also be added to this facility during the expansion. The plant was built in the 1980s and a lot of the equipment has been running for 365 days a year, year after year, and needs improvements to ensure we maintain our permit level.

Ms. McKay stated that these numbers are estimates at this time and we will have the final construction costs once we actually bid the project. We will also be working in the near future with Mr. Sturdevant to come up with a design plan. Our recommendation today is to move forward with the ENR upgrade and to begin designing for the expansion to .94 mgd using alternative number one which is the treatment lagoon and that we would move forward with securing the funding and meeting with MDE and come back with additional information as we go through the required steps.

Councilmember Burriss remarked that with this expansion and upgrade it will give us approximately 1300 new EDUs.

Ms. McKay stated that the EDUs will cover all of Clark's Rest development, completion of Leonard's Grant and even some of Tudor Hall future development over the next fifteen to twenty years.

Mayor Norris inquired of Mr. Sturdevant about the engineering time frame.

Mr. Sturdevant responded that we are confident that we can get the project online by June 2014. We are looking at a 21 month construction period along with a one year design period which includes about four months for the bid process.

Councilmember Roberts noted that we started out with a great plan but the economy gave us a setback so it is good to see we are about to get back on track with this project.

Mayor Norris entertained a motion regarding the ENR upgrade and expansion of the Leonardtown WWTP.

**Councilmember Wise moved to approve the ENR Upgrade and the design for expanding to .94 mgd using alternative one which is the treatment lagoon process and to allow the staff to move forward with procuring the funding and meeting with MDE to work through details; seconded by Councilmember Roberts, no further discussion, the motion passed unanimously.**

### **Mayor's Report**

Mayor Norris stated that this past First Friday and Beach Party on the Square was two of the largest back-to-back events we have had in Town.

Mayor Norris noted that former Councilmember Bob Combs has done a superb job of landscape design for the Port of Leonardtown. It is a wonderful place for a stroll. If anyone hasn't visited please take an opportunity to do so.

### **Council Reports**

#### **Events – Councilmember Mattingly**

Councilmember Mattingly agreed that Beach Party looked to be the biggest yet. The bands for First Friday were superb and he thanked all the office and facility staff for their assistance in setting up and breaking down the two events. The Rotary Club's "Running of the Balls" helped to bring in some new folks and generate some additional excitement.

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

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Event</u></b>
August 11-13	Thurs., Fri., Sat.	Little Margaret's Bluegrass Festival @ Goddard Farm
Friday, August 12	3:30 PM	LBA Meeting @ Port of Leonardtown Winery
Saturday, August 20	7:30-9:30AM	Sunrise Yoga at the Wharf
Wednesday, August 24	5:30 PM	Business After Hours hosted by Tom Hodges Auto Sales in Hollywood
Friday, August 26	5:30-8:30 PM	Blues Jam in the Town Square
Saturday, August 27	6-9 PM	Downtown Tunes featuring GeeZer, and The 25 <sup>th</sup> Hour Band
Friday, Sept. 2	5-8 PM	Leonardtown Celebration of First Fridays
Friday, Sept. 9	8:30 AM	LBA Meeting – Location TBD

Saturday, Sept. 10      10 AM-3 PM      Fall Follies on the Town Square  
Sponsored by the St. Mary's Crafts Guild

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

<u>Date</u>	<u>Time</u>	<u>Event</u>
Sunday, Sept. 11	1:00 PM	911 Event by the SMC Public School System. Details pending.
Sunday, Sept. 11-Wednesday, Sept. 14		Travel Writers in Southern Maryland area
Tuesday, Sept. 15	11:30 AM	State of the County Luncheon @ JT Daugherty Conference Center. Contact Chamber to RSVP
Saturday, Sept. 17	9:00 AM	5K Walk in Leonardtown to benefit the St. Paul de Vincent Society of St. Aloysius Church
Sunday, Sept. 18	NOON-5 PM	Taste of St. Mary's in the Town Square Sponsored by the SMC Chamber of Commerce
September 22-25	3 PM-9 PM, Thurs. 9 AM-9 PM, Fri./Sat. 9 AM-6 PM, Sun.	St. Mary's County Fair Fair Parade begins at 10:30 AM on Sat.

**Economic Development – Councilmember Burriss**

**Streets and Roads – Councilmember Wise**

**MML/SMMA – Councilmember Roberts**

Councilmember Roberts reported that the next SMMA meeting will be held on Wednesday, September 7 at 6:30 p.m. in Indian Head. The next meeting after that will be Wednesday, December 1 and this will be the Legislative Dinner with Leonardtown hosting.

**Capital Projects – Councilmember Collier - No report**

Mayor Norris entertained a motion to adjourn.

**Councilmember Mattingly moved to adjourn the meeting at 4:32 p.m.; Councilmember Burris seconded the motion, which passed unanimously.**

Respectfully Submitted:

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Teri Dimsey, Recording Secretary

**Approved:**

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J. Harry Norris, III, Mayor

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Walter Wise, Vice President

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Daniel W. Burris, Councilmember

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Thomas R. Collier, Councilmember

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Roger L. Mattingly, Councilmember

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Leslie E. Roberts, Councilmember