



Commissioners of Leonardtown

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LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **February 13, 2012 ~ 4:00 P.M.**

Attendees: J. Harry Norris, Mayor
Daniel W. Burris, Councilmember
Thomas R. Collier, Councilmember
Roger L. Mattingly, Councilmember
Leslie Roberts, Councilmember

Absent: Walter Wise, Vice President

Also in attendance were: Laschelle McKay, Town Administrator; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Rebecca Sothoron, Treasurer; and Dick Myers, The Bay Net. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Norris called the regularly scheduled meeting to order at 4:04 p.m. and called for the recitation of the Pledge of Allegiance.

Approval of Minutes

Meeting minutes for the January 9, 2012 Town Council meeting were presented for approval.

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

Councilmember Mattingly noted that a correction needed to be made prior to the approval of the minutes as Councilmember Collier is noted as approving and seconding the motion.

Councilmember Collier moved to approve the January 9, 2012 Town Council meeting minutes as corrected; seconded by Councilmember Mattingly; no further discussion, the motion passed unanimously.

Ms. McKay stated that an additional budget amendment, BJ09-12, has been added to the agenda.

Police Report – Deputy Smolarsky

Deputy Smolarsky was unable to attend today's meeting but did provide a written report.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that there were no cash transfers between the operating account and the LGIP. We are 58% through the budget year. We continue to do occupancy permits adding new customers but we are now seeing an increase in building permit activity. A request was submitted to St. Mary's County for tax rebates for a total of \$49,615. It is lower than last year because our tax rate was lower than the constant yield. I did bill the half year new construction levy and there were 29 new accounts added since July, for a total of \$5,000. There will be a budget draft at the March Council meeting. Workshops are scheduled for March 20 and March 26. I will also introduce the Budget Ordinance at the March meeting so that it meets the requirement of being introduced 30 days prior to its adoption in April. We are responding to fiscal notes from the State, some of which will have fiscal impact. We are also in the time period to renegotiate the trash contract. We met with the contractors and they are interested in the two-year extension that is available with the contract and we hope to come forward with recommendations at the March meeting. On the agenda today are several budget amendments:

BJ04-12 - Roll funding for McIntosh Run Generator – this is just to formalize funding that was already authorized in a previous year but was not completed in the prior fiscal year.

BJ05-12 – Establish funding sources for Hurricane Irene cleanup – this is for the cleanup related to Hurricane Irene with the total cost to the Town of \$37,500 and we anticipate reimbursement from FEMA for approximately \$30,000. As the \$7,500 was not budgeted, this will have to be taken out of the fund balance. They have also agreed to provide a \$4,000 payment in lieu of the wooden kayak launch that was destroyed on McIntosh Run, which will not be replaced, but we will use the funds on an approved stormwater project.

BJ06-12 – Increase appropriation for sewer line maintenance – this is being funded from retained earnings. There was a major unanticipated repair on Fenwick Street and there was right of way clearing that had not been performed since 2008.

BJ07-12 - Recognize EmPower Maryland grant for lighting upgrade – this is to recognize the revenue source for this grant but also the monies SMECO has indicated it will provide.

BJ08-12 – Transfer surplus capital appropriation to fund network server replacement – this is to move extra capital money from community development to the general government department. Originally the portable stage was budgeted at \$10,000. It came in under that, and we now have a computer network server that is failing. This transfer will allow these funds to replace the network server.

BJ09-12 – Increase the appropriation to cover demolition/disposal costs for the blighted building removed on Lawrence Avenue. This incorporates disposal and contractor's costs incurred for demolition.

We still have a 61% reserve in fund balance which we typically try to keep a 50% reserve.

Mayor Norris entertained a motion to approve the Budget Amendments as presented.

Councilmember Collier moved to approve Budget Amendments 04 to 09 as presented; seconded by Councilmember Roberts, no further discussion, the motion passed unanimously.

Planning – DeAnn Adler

The Planning and Zoning meeting for January was canceled.

Next meeting is February 21, 2012, which is Tuesday, because of the holiday on Monday, February 20.

We have two cases on the agenda this month:

Case # 14-05 – Clark’s Rest – Recommendation to Town Council for Final Site Plan Approval

Case # 64-04.5b – Leonard’s Grant Phase 5b – Recommendation to Town Council for Final Site Plan Approval

Town Administrator Report – Laschelle McKay

Church Street Water Tower Demolition - Ms. McKay reported that we had hoped to have bids to present on the Church Street Tower Demolition but due to an imprecise interpretation in the Scope of Work, staff and GHD’s recommendation is to clarify the specs and send it back out for bid.

Consensus was received by Council.

Introduction of Resolution 1-12 to Annex 171.181 acres of land, Hayden Farm Property – The St. Mary’s County Commissioners requested annexation consideration of property known as the Hayden Farm on August 30, 2011 and an annexation plan has been submitted. We will schedule a public hearing for March 12, 2012 at 4:15 p.m. No action is needed at this time but we would like to introduce Ordinance 1-12 and Ms. McKay read Resolution 1-12.

Leonard’s Grant

Acceptance of Phase 1 and 2 – Roads and Acceptance of Phase 3 – Water and Sewer

Ms. McKay reported that we have some roads and utilities that are ready to be accepted into the Town system. Mr. Gertz has agreed that as we are in the middle of the snow season, they will continue the snow removal until the end of the season and we will add it to our contract for the 2012-2013 seasons. Action is needed to accept Phase 1 and 2 – Roads and Phase 3 – Water/Sewer and Storm Drain. Mr. Bice, Quality Built Homes, is in attendance today to answer any questions. After acceptance there will be a two-year maintenance bond period.

Mr. Bice commented that they have completed some additional items and are ready to move the acceptance to the Town forward.

Councilmember Collier moved to approve the Acceptance of Phase 1 and 2 – Roads and Acceptance of Phase 3 – Water and Sewer from Leonard’s Grant development to the Town; seconded by Councilmember Burris, no further discussion, the motion passed unanimously.

Mayor’s Report – Mayor Norris

Mayor Norris stated that the State of the Town breakfast held by the Leonardtown Business Association was a great success and very well attended by both current members and future members. There was a special presentation recognizing the efforts of the past two LBA Presidents, Maria

Perrygo and Dan Burris and current President Dan Norris. Special presentations were also made to those businesses selected by the MarylandLife Magazine as the “best” in 2012 in their respective categories. And a special presentation of the Our Town Award was presented to Leonardtown Business Association. The Our Town Award is a special award that was created years ago and is usually presented by Mattingly Gardiner Funeral Home. Mr. Mike Gardiner had planned to join us but was unable to do so. Awards of recognition were also presented to the Marketing Committee.

Council Reports

Events – Councilmember Mattingly

Councilmember Mattingly reported that a Christmas on the Square follow-up meeting was held and there are still some safety concerns especially with the increase in attendance.

Upcoming Events of Interest/Meeting Reminders:

| <u>Date</u> | <u>Time</u> | <u>Meeting</u> |
|--------------------|-------------|---|
| Monday, Feb. 20 | | Town Office closed (Presidents’ Day holiday) |
| Wednesday, Feb. 22 | 5:30 PM | Chamber Business After Hours (RSVP) Hosted by Marrick Homes Ben Oaks Model Home 27778 Yanak Ct. Mechanicsville, MD (across from Rt. 5/Rt. 235 WaWa) |
| Thursday, Feb. 23 | 7:00 PM | Southern MD Legislative Reception (RSVP) Loews Annapolis Hotel 126 West Street, Annapolis, MD |
| Monday, Feb. 27 | 7:30 AM | Southern MD Legislative Breakfast (RSVP) Lenny’s Restaurant, California, MD |
| Friday, Mar. 2 | 5-8 PM | Celebration of First Fridays in Leonardtown Check www.leonardtownfirstfridays.com for details |
| Friday, Mar. 9 | 8:30 AM | LBA Meeting - Location TBA |

Economic Development – Councilmember Burris

Councilmember Burris reported that during the State of the Town it was interesting to note that of the twenty-one winners from Southern Maryland, eleven were from Leonardtown. Café des Artistes won Best Restaurant and Best Fine Dining Restaurant and Best Dessert. Rustic River won Best Family Restaurant and Best Happy Hour. Brewing Grounds won Best Coffee House. North End Gallery won Best Gallery. Downtown Leonardtown won Best Historic District and Best Shopping Area. St. Mary’s Hospital won for Best Healthcare Facility and the Port of Leonardtown won the Best Winery. Congratulations to all. Also, the Blair building is undergoing renovations and expects to have a new tenant shortly.

Streets and Roads – Councilmember Wise - No Report

Capital Projects – Councilmember Collier - No Report

MML/SMMA – Councilmember Roberts

Councilmember Roberts reported that the next SMMA meeting is Wednesday, March 7, 2012 in North Beach. The MML Convention will be held June 24-27, 2012.

Mayor Norris entertained a motion to adjourn.

Councilmember Burris moved to adjourn the meeting at 4:30 p.m.; Councilmember Mattingly seconded the motion, which passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

J. Harry Norris, III, Mayor

Absent
Walter Wise, Vice President

Daniel W. Burris, Councilmember

Thomas R. Collier, Councilmember

Roger L. Mattingly, Councilmember

Leslie E. Roberts, Councilmember