



Commissioners of Leonardtown

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Mayor

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LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **April 9, 2012 ~ 4:00 pm**

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

Also in attendance were: Laschelle McKay, Town Administrator; Teri Dimsey, Recording Secretary; Rebecca Sothoron, Treasurer; Jackie Post, Fiscal Clerk; Jessica Goolsby, Enterprise; Jan Norris, Resident; Hayden Hammett, Resident; Jay Mattingly, Resident; 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 March 12, 2012 Town Council meeting were presented for approval.

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

Councilmember Mattingly moved to approve the March 12, 2012 minutes as presented; seconded by Councilmember Collier, motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that no transfer from the LGIP or checking account was necessary during the month of March. There is a very big budget variance for public utility tax revenue on the income statement. Back in September we were not provided assessment values to bill SMECO for the public utility tax so we were deficit in FY11 and we finally received the assessment certification for FY11 and billed that and also billed an estimate for FY12. In April and May we will see trader license revenue coming in. There is also a small entry for the first payment we received from FEMA which will come in little by little, and we estimate we will receive about \$34,000.00.

There is also a summary of the March water meter usage for the residential readings which indicates a small reduction since December, but that may be a timing thing as March is usually the smallest usage period. We do not know if it is showing some conservation until we can compare the same period

next year. We do have approximately 72% of residents paying equal to or less than what they were paying before.

Council has been given a memo regarding the replacement of the server as it is no longer working correctly. We have a written estimate and staff recommends that we use our present computer consultant who has been with us for several years. He is very familiar with our system, has been working on standardizing all of our equipment and can obtain what we need at a better cost. Therefore, we would need to do a budget amendment to account for the increase in costs and to waive the bid requirement because the total purchase will be over \$5,000.00.

Councilmember Collier moved to approve waving the bid requirement for the purchase of a new server; seconded by Councilmember Burris; no further discussion, motion passed unanimously.

Councilmember Collier moved to approve BJ 10-12 – Purchase and Install Network Server; seconded by Councilmember Mattingly, no further discussion, motion passed unanimously.

Planning & Zoning Report– Laschelle McKay

The Planning and Zoning meeting last month was held on March 19, 2012 with four cases on the agenda:

Case # 14-05 – Clark’s Rest – A request for final record plat approval for Phase 1.

Case # 64-04.5b – Leonard’s Grant Phase 5b – A request for final record plat approval.

Case # 64-04.4 – Leonard’s Grant Phase 4 – A request for final record plat approval.

Case # 13-11 – 41880 Baldrige St. – Adult Detention Center Expansion/Renovation – Request for final site plan approval.

All requests received unanimous approval.

This month’s P & Z meeting is scheduled for April 16, 2012. We have one case on the agenda this month:

Cedar Point Federal Credit Union’s New Building which will be located in the Leonardtown Center - between the Family Dollar and Dr. Patel’s Office Building

Police Report

Mayor Norris stated that although Deputy Smolarsky was unable to be in attendance today. She did provide a written report. We do have Sergeant Butler in attendance and he can provide us with some updates.

Sergeant Butler reported that they have been doing some traffic initiatives along Route 5 to address some of the speeding complaints and accidents.

Town Administrator Report – Laschelle McKay

Ms. McKay reported that last month we introduced Ordinance #155 – Clark’s Farm Developer Agreement and it requires your approval today if you are prepared to do so. The first attachment is the

Sewer Impact Fee Agreement. The next three items are the SWM Inspection and Maintenance Agreement, Public Works Agreement and Performance and Completion Bond. We will use these as each Phase moves forward.

Councilmember Mattingly moved to approve Ordinance #155 – Clark Farm Developer Agreement; seconded by Councilmember Roberts, no further discussion, motion passed unanimously.

Ms. McKay reported that Mr. Wheatley has been working with Mr. Shepherd and Mr. Lacey out in Singletree doing some street restriping. Singletree residents have been very appreciative.

Fenwick Street paving went out to bid and will be on the May agenda. We hope to have this project done before the end of June.

Church Street Water Tower was re-bid after we re-drafted the specifications and we hope this will also be included on the May agenda.

Greenbrier Water Tower – We are in the process of researching options for bidding. Mr. Wheatley has taken a class that we believe will help us bid this in the most effective way to do the exterior painting.

The **Landscape Contract** bid should be done by the end of April.

Mayor Report – Mayor Norris

Mayor Norris reported that as this is his last meeting after serving the Town as Mayor for 17 years and he would like to thank the staff for all their support. In particular, Rebecca Sothoron for her 17 years and Laschelle McKay for 12 years and Linda Shepherd, all of whom I had a hand in hiring and I consider my advisors and friends. The rest of the entire staff who have also served almost 10 years, as Jackie Post has who you don't see that often, and others who have at least 5 years. They have dedicated many hours of their personal time and given over 100% to get things done and make things happen. Thank you all.

One of the biggest things to happen over my term has been the inception of the Leonardtown Business Association aka LBA. And, one of my most enjoyable duties is visiting the local elementary schools, Leonardtown Elementary fourth grade in particular, to conduct a Mock Council to encourage the students to participate in the "If I Were Mayor I Would" ...Essay Contest sponsored by the Maryland Municipal League. I have been doing this for about the last 14 years and find myself learning something new and different from the kids each time.

Everyone knows how very important I feel it is to our community that both residents and businesses are involved in their Town and this leads me to remind everyone that Tuesday, May 1 is Election Day. Please come on out to vote.

Council Reports

Events – Councilmember Mattingly

Councilmember Mattingly stated that Mayor Norris has done a fine job and we appreciate all you have done.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Event/Meeting</u>
Friday, April 13	8:30 AM	LBA Meeting @ College of Southern MD Bldg C, Room 216, Besche Room
Saturday, April 14	8:30 AM	17 th Run & Fun Walk for Hospice – Gov’t Ctr
Saturday, April 14	2:00 – 4:00 PM	Musical Showcase @ Leonardtown Library Featuring Bella Music School Students
Saturday, April 21	10:00 AM – 2:00 PM	Going Green Expo @ Forrest Career & Technology Center (St. Mary’s Co. Comm. on the Environment)
Sunday, April 22	2:30 AM – 4:30 PM	Leonardtown Earth Day Celebration 2012 Town Square and Wharf Park
Wednesday, April 25	11:30 AM	Chamber Quarterly Members’ Luncheon Staff Appreciation Day @ Outback Steakhouse California, MD
Wednesday, April 25	5:30 -7:00 PM	Chamber Business After Hours @ Calvert Marine Museum
Friday, April 27	4:00 – 7:00 PM	Reception for Mayor Norris @ Executive Inn, Leonardtown
Sunday, April 29	8:00 AM – 5:00 PM	Spring Fling XXVII Classic Car Show on the Square (Raindate: May 6)
Tuesday, May 1	12:00 - 7:00 PM	Municipal Elections @ Town Hall Conference Room
Thurs. & Fri., May 3, 4	5:00 PM – 11:00 PM	So. Md. 18 th Annual Spring Festival
Sat., May 5	10:00 AM – 11:00 PM	@ SMC Fairgrounds
Sun., May 6	10:00 AM – 6:00 PM	
Friday, May 4	5:00 PM	First Friday in Leonardtown
Saturday, May 5	9:00 AM	March of Dimes 5K March for Babies @ Leonardtown Wharf
Wednesday, May 9	TBD	Chamber Business Showcase

Economic Development – Councilmember Burris

Councilmember Burris thanked Mayor Norris for getting him back involved with the Town over 14 years ago with the Tudor Hall project and I appreciate all your guidance and support.

Streets and Roads – Councilmember Wise - No Report

Capital Projects – Councilmember Collier

Councilmember Collier remarked that he wanted to thank Mayor Norris for his stewardship of Leonardtown over these many years and has enjoyed being mentored by and working with Mayor Norris.

MML/SMMA – Councilmember Roberts

Councilmember Roberts reported that the next SMMA meeting is Chesapeake Beach on Wednesday, May 2, 2012. She and Councilmember Mattingly and Ms. Dimsey will be attending; all are welcome to join them. We are looking forward to participating in the MML Convention coming up at the end of June.

Mayor Norris entertained a motion to adjourn.

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

Respectfully Submitted:

Teri P. Dimsey

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