



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **June 11, 2012 ~ 4:00 pm**

Attendees: Daniel W. Burris, Mayor
Thomas R. Collier, Councilmember
Hayden T. Hammett, Councilmember
J. Maguire Mattingly, 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; John Wharton, The Enterprise; Jacinta Bottoms-Spencer, Realtor; Guy Leonard, County Times; and Dick Myers, The Bay Net. A complete list of attendees is on file at the Leonardtown Town Hall.

Approval of Minutes

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

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

Councilmember Roger Mattingly moved to approve the May 14, 2012 minutes as presented; seconded by Councilmember Collier, no further discussion, motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that the May financial information has been provided. We are 92% through the Budget year. We received the third quarter distribution of income tax which was equal to the first two quarters and should meet the budget. We won't get adjustments until August with the final adjustment in November which gets booked into next year. During the month we received a very large building permit application for the Adult Detention Center Expansion. The Accommodation and Beer/Wine license fee will come in one lump payment from the County and we expect to receive that in July. We have received 100% of the FEMA reimbursement for the damage from Hurricane Irene. And we also received 100% of the Parks and Playground Grant which was \$200,000.

On today's agenda is Budget Amendment 11-12 – Disposal Costs for Lawrence Avenue Project that requires Council's approval. This is to increase the appropriation to cover the final accounting of the disposal expenses incurred when the blighted building on Lawrence Avenue was demolished.

Mayor Burris entertained a motion on BJ-11-12.

Councilmember Collier moved to approve BJ 11-12; seconded by Councilmember Jay Mattingly, no further discussion, motion passed unanimously.

Renewal of Audit Contract

Ms. Sothoron reported that it is time to formally renew the contract for audit services for FY12 which begins at the end of this month. Murray, Wamsley and Schrader who have provided us audit services for over ten years have provided me with a price quote of \$17,500.

Councilmember Roger Mattingly moved to approve the Audit Contract as presented; seconded by Councilmember Roberts; no further discussion, motion passed unanimously.

Ms. Sothoron noted that we now have a scheduled date of Monday, June 18 for switching over to a new server and hope to minimize any customer interruptions by running the systems parallel.

We are also in the process of creating a new tax bill form.

Planning & Zoning Report– DeAnn Adler

The Planning and Zoning meeting last month was held on May 21, 2012. We had one case on the agenda:

Case #45-12 Boundary Line Adjustment Plat for Lots 256 through 258 at Leonard's Grant Phase 5a – This request received unanimous approval.

This month's P & Z meeting is scheduled for June 18, 2012. We have one case on the agenda this month so far:

Case #50-12 Subdivision Request for the Board of Education's School Site at the Hayden Farm Property

Police Report - Deputy Smolarsky

Deputy Smolarsky noted that had she submitted a written report and there were not any new incidents of note to report. She did attend a four day child seat safety installation course and will contact the surrounding neighborhoods in hopes of setting up demonstrations.

Town Administrator Report – Laschelle McKay

Resolution 2-12 Cable Television Franchise - A public hearing was held last month to renew the Cable Franchise with Metrocast Communications. No public comment was received. Resolution 2-12 extends the current franchise through May 31, 2027.

Councilmember Collier moved to approve Resolution 2-12; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Storm Drain Stenciling- We received a request from Leonardtown Elementary School to update the stenciling on part of the storm drains in Town to say “Chesapeake Bay Drainage” “Don’t Dump”. The project will be managed by Ellen Duke Wilson.

Council agreed that this was a great project for the elementary school to continue and gave their consensus.

Ms. McKay reported that the Church Street Tower is tentatively scheduled to be demolished on June 29 and 30. Also, the paving of Fenwick Street (from Lawrence Ave to Washington St) is scheduled for June 25 once they get the storm drains repaired.

Mayor Report – Mayor Burris

Mayor Burris asked if there were any nominations for Council Vice President. Council Member Roger Mattingly nominated Leslie Roberts. She has served on the Town Council, the Planning and Zoning Board and on the Board of Appeals. She has been President of SMMA for two terms and is also a graduate of the Academy of Excellence.

Mayor Burris moved to approve the nomination of Leslie Roberts to the position of Vice President. Council Members voted in favor of Leslie Roberts for the position of Vice President. Everyone congratulated Councilmember Roberts.

Mayor Burris noted that he has been meeting with Ms. McKay and Ms. Sothoron every Monday morning and will bring in Mr. Johnson periodically to keep him updated and everyone on task. He has also begun to meet individually with some of the staff to express his thoughts and get some feedback.

Mayor Burris remarked that as Mr. Hammett is now a Council Member this leaves a vacancy on the Planning and Zoning Board and he is recommending Ms. Laura Schulz. Ms. Schulz is a new resident in the Leonard’s Grant neighborhood and reached out to the Town that she has planning experience and was interested in being active in the Town.

Mayor Burris asked for a consensus to appoint Ms. Schulz to the Planning and Zoning Board. Council Members consented.

Mayor Burris stated that he is setting up a committee on Sustainable Communities and is appointing Ms. Adler, Ms. McKay, Council Members Roberts and Hammett and Mr. Chris Jeys, a Leonardtown resident to that committee. We need one more business person which has been approached but has not yet confirmed availability.

Mayor Burris entertained a motion to close the regular meeting and open the Public Hearing.

Councilmember Roger Mattingly moved to close the regular meeting and open the Public Hearing; seconded by Councilmember Hammett, motion passed unanimously.

Mayor Burris opened the Public Hearing and asked Ms. Sothoron to give a report.

Ms. Sothoron reported that today's Public Hearing was properly advertised in the Enterprise and the County Times. The Public Hearing announcement was also posted on the Town's website and Facebook page. The Council did hold a workshop on May 29th to discuss the draft budget.

Ms. Sothoron briefed Council on some highlights of the budget.

Mayor Burris asked if Council or anyone from the general public had any questions. There being none, Mayor Burris entertained a motion to close the Public Hearing and re-open the regular meeting.

Councilmember Roberts moved to close the Public Hearing and re-open the regular meeting; seconded by Councilmember Hammett, motion passed unanimously.

Mayor Burris re-opened the regular meeting and entertained a motion on Ordinance #154.

Councilmember Collier moved to approve Ordinance #154 Adopting the Budget and Setting the Tax Rate for FY2013; seconded by Roger Mattingly, no further discussion, motion passed unanimously.

Council Reports

Events – Councilmember Roger Mattingly

Councilmember Mattingly reported:

- Currently assembling articles for the summer edition of the *Beacon* newsletter. Deadline for submissions is June 15. Distribution is planned for July.
- Dan Morris approached the Town with a proposal for a motorcycle poker run in Leonardtown to raise money for Vacations for Vets and the Charlotte Hall Veterans Home. The first Bike Night Poker Run is scheduled for Friday, August 17th (with a raindate of August 24th) from 5 – 8 p.m. Motorcycle enthusiasts will be invited to Town to show off their bikes, walk around to participating poker sites and explore local restaurants and shops.

- The Second Annual Great Strides Walk for Cystic Fibrosis in Leonardtown on Saturday, May 19th raised over \$68,000. With close to 400 participants, the Leonardtown walk is one of the Nation’s highest-earning new fundraisers for Cystic Fibrosis.
- The 2012 Downtown Tunes series kicked-off on Saturday, May 26th in the Town Square. It was a great evening, with an estimated 150 in attendance relaxing and dancing to music by *Jennifer Cooper and Groove Span*. This series of concerts will continue on the upcoming “fourth Saturdays” of June, July and August beginning at 6 p.m. Robin Guyther is the returning LBA chairperson for the Downtown Tunes.
- The Town Square was once again the home for the 2012 MABRA Championship Criterium. Organizers did a great job of keeping traffic flowing while creating a safe closed course for racers. Throughout the day there were an estimated total of 300 racers and 700 spectators, many of whom were visiting from out of Town.
- Sunrise Yoga will be held every 3rd Saturday June through August from 7:30 a.m. – 8:30 a.m. at Leonardtown Wharf Park.
- The Boy Scouts of America will also be using the Wharf as a rest stop on the Potomac Heritage Bicycle Tour on July 22nd.
- Coordinating with St. Mary’s College for a concert performance by the St. Mary’s College River Concert Ensemble in the Town Square on Saturday, July 7th.
- Despite the rain, “First Fridays” continue to be very popular this spring. Many thanks to the participating businesses for their creative promotions each month, as well as those participating in the Summer Raffle and Hope Phones collection drive.
- A special “First Friday” is being planned for August 3rd in conjunction with Beach Party on the Square. Plans include holding the raffle drawing for a handmade coffee table and other donated prizes and music by *Miles from Clever*.
- Coordinating Leonardtown’s “Beach Party on the Square” event to be held on Saturday, August 4th, 4 PM – 9 PM. The 25th Hour Band, Running of the Balls and the Velcro sticky wall are returning, and plans are in process for more fun activities for everyone!

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Tuesday, June 12	5:30 PM	SMC Chamber of Commerce 2012 Annual Meeting @ LFVD Social Hall, 22733 Lawrence Ave. 2012 Public Servant Award to Chip Norris
Thursday, June 14	6 PM	Flag Day Celebration on the lawn of the Governmental Center complex
Saturday, June 16	7:30 AM	Sunrise Yoga @ the Wharf

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Saturday, June 23	6 PM	Downtown Tunes country music with <i>Shuckin' Country</i> and <i>Country Memories</i>
Sunday, June 24	CANCELLED	So. Md. Food & Arts Festival sponsored by Big Brothers/Big Sisters @ Leonardtown Wharf
Wednesday, July 4	HOLIDAY	Independence Day – Town offices closed
Friday, July 6	5 - 8 PM	“First Friday” Celebration in Leonardtown
Saturday, July 7	7 - 8 PM	St. Mary’s River Concert Series Performing on location in Leonardtown Square
Friday, July 13	8:30 AM	LBA Meeting @ TBD
Tuesday, July 17, 24 & 31	6:45 PM	CSM Twilight Performance Series @ the College of So. Md. – Leonardtown Campus
Saturday, July 21	7:30 AM	Sunrise Yoga @ the Wharf
Sunday, July 22	10 AM - 3 PM	Boy Scouts of America Potomac Heritage bike ride Rest stop @ the Leonardtown Wharf
Saturday, July 28	6 PM	Downtown Tunes acoustic music with <i>Hamm-It-Ups</i> and <i>The Edds</i>
Friday, August 3	5 - 8 PM	Special “First Friday” Celebration to kick-off Beach Party on the Square
Saturday, August 4	4 - 9 PM	Beach Party on the Square

Mayor Burris stated that he is making some changes in the reporting responsibilities to begin next month for the newly designated subjects.

Community Development and Planning - Hayden Hammett

Safety and Emergency Preparedness – Jay Mattingly

Capital Projects – Tom Collier

Councilmember Collier reported that he and Mr. Wheatley will be touring the Town and working together to form a list of items that need attention to be prioritized based on both time and money.

MML/SMMA – Leslie Roberts

Councilmember Roberts reported that we are gearing up to attend the MML Convention at the end of June. There are a lot of core classes that provide information on budget, open meetings, and economic development. Ms. McKay will be presenting on Managing Municipal Personnel Costs.

Mayor Burris remarked that as there are a few first timers attending the MML Convention, and he will be meeting with Council Members to talk about the benefits of attendance and particular goals.

Mayor Burris reminded Council that an Executive Session is scheduled immediately following the meeting.

Mr. Jeys commented that the Town may consider utilizing the services of the mapping business that is located in Town.

Ms. McKay remarked that the LBA Marketing Committee has been working on designing informational signage to include a directional map to the municipal parking and other notable points of interest.

Mayor Burris entertained a motion to adjourn the meeting and go into Executive Session related to Personnel.

Councilmember Roberts moved to adjourn the meeting at 4:34 p.m. and go into Executive Session related to Personnel; Councilmember Jay Mattingly seconded the motion, which passed unanimously.

The regular meeting was re-opened at 5:05 p.m.

Councilmember Roberts moved to approve items discussed in Executive Session; seconded by Councilmember Hammett; no further discussion, motion passed unanimously.

Councilmember Hammett moved to adjourn the meeting; Councilmember Collier seconded, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Thomas R. Collier, Councilmember

Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Roger L. Mattingly, Councilmember

Leslie E. Roberts, Councilmember