



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **September 10, 2012 ~ 4:00 pm**

Attendees: Daniel W. Burris, Mayor
Leslie Roberts, Vice President
Thomas R. Collier, Councilmember
Hayden T. Hammett, Councilmember
J. Maguire Mattingly IV, Councilmember
Roger L. Mattingly, Councilmember

Also in attendance were: Laschelle McKay, Town Administrator; Teri Dimsey, Recording Secretary; DeAnn Adler, Town Reviewer; Deputy Smolarsky; 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 August 13, 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 August 13, 2012 minutes as presented; seconded by Councilmember Tom Collier, no further discussion, motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that no funds were transferred from MGLIP and the checking account. For the income statement for the current fiscal year 2013, property taxes have been recorded. The tax bills were sent in two different batches. The data files were delayed this year and we made the choice to send the first batch and then send a revised second batch, which created a little more work but it has all been done. Building Use and Occupancy permits are far ahead of what we budgeted for this time of year. On the water tower demolition, the top was salvaged and carried down to the Port of Leonardtown to be used perhaps for a future park amenity and that expense was booked in Parks and Recreation.

Also included is an unaudited FY 12 report which reflects updated accruals, accounts payable and revenue items to keep you up-to-date until the auditors present their findings at the November Council meeting. We will have to use fund balance to balance the FY 12 Budget which was predicted and approved but we will have to use far less than we anticipated balancing the budget.

Councilmember Roberts inquired about the Admissions and Amusement Tax.

Ms. Sothoron responded that this tax is generally for any electronic games and there is a tax that the vendor has to pay to the State of Maryland which they in turn pay to the Town. This is not in association with the accommodation tax which is totally separate.

Planning & Zoning Report– DeAnn Adler

Ms. Adler reported that the Planning and Zoning meeting last month was held on August 20, 2012 with one case on the agenda:

Case # 64-12 – Hayden Farm Elementary School – Request for concept plan approval. This request received unanimous approval.

P & Z meeting scheduled for next Monday, September 17th, has been cancelled.

Also the Sustainable Communities Workgroup had their second and last meeting on August 29th. We finished the Action Plan portion of the application and I have finished making all the changes and have put it in their online format. After one more review we will be ready to submit the 44 page application by the Nov. 15th deadline.

We also hosted members of the Arts and Entertainment District committee on a tour of the Town this month, which is one requirement for our designation. We will be submitting that application by the April first deadline.

Ms. McKay and I have also been working on four mini-grant applications for the Southern Maryland Heritage Area Consortium and will be submitting those this week.

Police Report – Deputy Smolarsky

Deputy Smolarsky reported that she submitted her written report but wanted to add that the Sheriff's Office continues its priority on speed enforcement in Leonardtown and traffic initiatives as well as the statewide smooth operator program.

Council Members commended Deputy Smolarsky on the great job she is doing along Rt. 5.

Town Administrator Report – Laschelle McKay

Overview of Four Mini Grants through Southern Maryland Heritage Consortium - There are a number of projects we have discussed that we are submitting \$1,000 mini grant applications for. It is doubtful that we will receive them all but we are giving it a try. We had all of these projects on our future project list from the spring which is a requirement for application. Consensus is needed to move forward on the applications.

The four projects include:

#1 – To install way finding signage to direct visitors to areas of historic significance in the town limits, such as Tudor Hall, the Old Jail and the redeveloped Town Wharf Waterfront Park. The results of these new signs would be to enhance visitor's appeal and enjoyment of our town and generate additional traffic through our downtown to the Town's historic sites.

#2- To install a sign to direct visitors to areas of historic significance within the Town limits, such as Tudor Hall, the Old Jail and the redeveloped Town Wharf Waterfront Park. This sign would also direct visitors to local town businesses located in the historic town square and downtown area. The sign would be placed in a prominent, highly visible area within a pocket park located in the town square. The results of this new sign would be to enhance the visitors appeal and enjoyment of our Town and generate additional traffic, through our downtown, to the Town's historic sites and businesses, thus promoting economic development. This would be funded additionally by the LBA which has already paid for the design.

#3 - To create and install water trail signage along the canoe and kayak trail in McIntosh Run and Breton Bay that would have environmental education/information along with a numbering system that would help emergency responders locate a caller in case of distress. The results of this project would be the increased knowledge and enjoyment of the kayakers and canoeists who use the water trail and an additional safety measure for those users. This has been requested by the EOC and an alternate funding source may be available if we do not get this grant.

#4 - To enhance the visitor appeal of the Port of Leonardtown Public Park by providing a 25' diameter covered pavilion space for parties, gatherings, picnickers, etc. The roof of this pavilion would be the preserved cap of the Town's recently dismantled water tower that was saved expressly for this project. The results of this new pavilion would be to provide additional facilities at our newest (and still developing) Town Park for visitors' enjoyment and also provide a way to repurpose a historic artifact of Leonardtown's history.

Consensus from Council Members was received.

Resolution 3-12 Sustainable Communities Designation Grant- We have been working for several months on this grant with the committee. The application is just about ready. A resolution in support of this grant is a requirement of the submission. Just a reminder that this designation is needed to be able to apply for many state grants going forward. The submission deadline is November 15th, extended from October 15th.

Councilmember Roberts moved to approve Resolution 3-12 as presented; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Councilmember Roberts commended staff for the amount of time and effort expended in putting together this application.

Rt. 5 Widening Update- Removed from today's agenda as we are waiting on some additional information. It will be brought forward before Council at the October meeting

Southern Maryland Agricultural Development Commission (SMADC) Grant for Port of Leonardtown Winery- As previously discussed, funds have been secured to make part of the improvements to the storage area at the POL. The winery is out of storage space and boxes line the production area to the point that you cannot see into the production area from the tasting room. We secured \$27,000 for building improvements to include insulation, electric, temperature control, shelving and a sitting wall around the patio. The funds will be administered through the Town as we have done with the previous grant. I will oversee the contractors and will be using either Town contractors (i.e. Ryce Electric) or extending contracts from the previous bid work (i.e. Great Mills Heating and Air and Stepping Stone.) Official authorization is needed to proceed.

Councilmember Mattingly moved to support the grant for the improvements to the Port of Leonardtown as presented; seconded by Councilmember Jay Mattingly; no further discussion, motion passed unanimously.

Mayor Report – Mayor Burris

Mayor Burris mentioned that Council Member Roger Mattingly suggested he get in touch with Ms. Hurry regarding the park beside Jeannie's Floral shop and send her a letter letting her know that our intention is to continue to maintain the park as we have been doing over the last several years.

Mayor Burris noted that we send out our thoughts and prayers to everyone on tomorrow's anniversary date of September 11, 2001.

This is also National Assisted Living Week. Council Members Roger Mattingly, Jay Mattingly and Hayden Hammett will be in attendance and, as I have a prior commitment, if I am unable to make it one of them will read the Proclamation we have prepared for presentation during their ceremony on Wednesday, September 12 at 2:00 p.m.

Beginning next week I will be meeting with the County Commissioners on a regular basis to keep updated on our common interests and activities.

We met with the State's Art Council on Leonardtown pursuing the Arts and Entertainment designation and they were very excited about our progress over the last ten years that as we have been working towards this designation. They are looking forward to our application submittal next April.

Council Reports

Events – Roger Mattingly

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
September 14	8:30 AM	LBA meeting @ TBD

September 15 9 AM Walk for the Poor to benefit the Society of St. Vincent DePaul @ Father Andrew White School

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
September 15	11 AM – 8 PM	Showcase Saturday at The Shops at the Maryland Antique Center
September 16	12 PM – 5 PM	Taste of St. Mary's Leonardtown Square Sponsored by SMC Chamber of Commerce
September 20-23	THURS 3-9 PM, FRI 9 AM-9 PM, SAT 9 AM-9 PM, SUN 9 AM-6 PM	St. Mary's County Fair – County Fairgrounds Parade @ 10:30 - Thank you for your participation!
September 25	11:30 AM	State of the County Luncheon @ Bay District Volunteer Fire Dept 46900 S. Shangri-La Drive, Lexington Park
September 26	5:30 PM	Business After Hours Co-hosted by Historic Sotterly & Baldwin & Briscoe @ Sotterly Plantation, Hollywood
September 29	8:30 AM	Father Andrew White 5K Walk/Run @ the School and through Town streets to the Wharf
September 29	3 PM – 9 PM	Leonardtown Lions Club Wharf Bash @ Leonardtown Wharf Park
October 3	10 AM – 2 PM	SMC Commission for Persons with Disabilities @ Leonardtown Wharf Park to recognize the Disability Employment Act
October 5	5 PM – 8 PM	First Friday Celebration in Leonardtown Emphasis on Breast Cancer Awareness Lee Jeans Denim Days participation
October 6	8:30 AM	St. Mary's Ryken Blaine Whorl Scholarship 5K Starting at SMRHS and using Town sidewalks
October 6 – 7	SAT 12 PM - 10 PM SUN 10 AM – 5 PM	Blessing of the Fleet @ St Clement's Island Museum, Colton's Point
October 10	9 – 11 AM	Health Care Forum: Impacts of the Affordable Care Act, sponsored by the SMC Chamber of Commerce @ Southern Maryland Higher Education Center
October 12	8:30 AM	LBA Meeting @ TBD

October 13	9:30 AM – 3 PM	Praise and Prayer in the Square Sponsored by Bread of Life Center for Peace
October 14	1- 3 PM	Antique Tractor Parade to benefit Christmas in April by the So MD Antique Power Association. in the Leonardtown Square.
October 14	1 – 5 PM	Golf Cart Parade by the LVFD will follow the Tractor Parade, with an Oyster Scald and picnic at the Leonardtown Volunteer Fire Dept.
October 20 – 21	SAT 10 AM-6 PM SUN 11 AM-6 PM	SMC Oyster Festival @ Fairgrounds

Councilmember Roberts remarked that having the First Friday become Pink Friday in support of Breast Cancer research is an excellent idea.

Mayor Burris commented that the Clydesdales were out giving rides during First Friday for \$10 per person and we hope to have them back again.

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett noted that the Council Members have begun meeting with Crozier and Associates on strategic vision planning for the next phase of development at the wharf and the economic development and planning for the development of Tudor Hall Farm.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that he attended the Hometown Emergency Preparedness Committee with the Maryland Municipal League. It was held this past Saturday at the MML offices in Annapolis. This committee’s goal is to help towns prepare and reduce the impact of any natural and man-made disasters through education planning, mitigation, response and recovery. Our next meeting will be held on October 13 at the Anne Arundel 911 Center.

MML/SMMA – Leslie Roberts

Councilmember Roberts reported that Leonardtown hosted the first meeting of the new 2012-2013 term. We were thrilled to be able to show off the renovated church that the Dorsey Law firm uses as a conference room. They were very impressed with the re-use and historic aspects of the building. The biggest focus of the meeting was the legislative process and what MML is going to focus on going into the fall legislative session and, of course; Highway User Funds is always one of the top items. They are changing their strategy hoping to approach it in another way to help obtain more funds. The next meeting is the Legislative dinner to be held on December 5, 2012 to be hosted by the Town of North Beach.

Mayor Burris is registered to attend the upcoming MML Fall Conference which will be focusing on funding and implementing green initiatives on a limited budget and the options available in dealing with abandoned and blighted properties and other hot button issues such as sprinkler regulations.

The conference is being held in Hagerstown which received the first Arts and Entertainment District designation.

Mayor Burris remarked that he has been working on setting up a meeting with their contact that runs the Arts and Entertainment district there in Hagerstown.

Capital Projects – Tom Collier

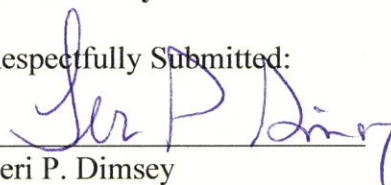
Councilmember Collier reported that repairs have been made for the storm water management system in preparation of the repaving of some of the roads. Mr. Wheatley is doing a pre-bid with several contractors on the paving portion.

Mayor Burris stated that immediately following the adjournment of this meeting he will be available for the first Meet the Mayor session.

Mayor Burris entertained a motion to adjourn.

Councilmember Collier moved to adjourn the meeting at 4:30 pm; Councilmember Hammett seconded, motion passed unanimously.


Respectfully Submitted:

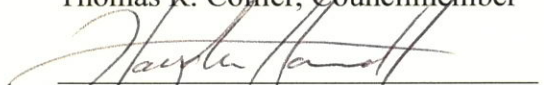

Teri P. Dimsey


Approved:

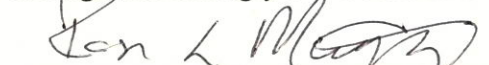

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