



Commissioners of Leonardtown

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

301-475-9791 • FAX 301-475-5350
leonardtown.somd.com

DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **October 8, 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; Guy Leonard, The County Times; 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 September 10, 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 September 10, 2012 minutes as presented; seconded by Councilmember Tom Collier, motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported the September financial information was provided in Council packets. During the month \$450,000 was transferred to the LGIP. We are 25% through the budget year. Quarterly utility billing was completed and mailed last week. The new rates were incorporated into that billing and the Bay Restoration Fee increased from \$7.50 to \$15.00 per quarter. There is a notice about that with a link for an explanation on our website's home page. The pre-printed bill form did have the old rate on it but will be corrected on the next form. The consumption block analysis for the September quarter, which is the fourth quarter we have been monitoring this, shows 23% of customers in September paid the minimum charge and 43% of customers paid at or below the previous flat rate charge. Those percentages will go up in December and March as we know the highest usage is June and September.

At this moment we are working on preparing the financial statement which is due by the end of October. The auditors will give their presentation for this fiscal year at the November Council meeting.

My last item is Budget Amendment BJ01-13 – Recognize SMADC Grant and Appropriation. This formalizes action that Council took at the previous meeting to accept this grant for the winery and matching expenditures for improvements to the Port of Leonardtown.

Councilmember Roberts moved to approve BJ01-13 as presented; seconded by Councilmember Hammett, not further discussion, motion passed unanimously.

Planning & Zoning Report– DeAnn Adler

The Planning and Zoning meeting last month was cancelled as there were no cases to be heard on the agenda.

Our next Planning and Zoning meeting is scheduled for next Monday, October 15th, we have five cases on the agenda for this month:

- Case # 1-10 Mummaugh – 22645 Van Wert Lane** – Request for concept plan re-approval
- Case # 92-07 Dr. Luke’s Office Building Expansion** - Request for final site plan re-approval
- Case # 38-06 The Sterling House at Leonardtown Square** –Request for concept plan re-approval
- Case # 45-05 Ellenborough Ridge Office Building** – Request for concept re-approval
- Case # 68-12 22380 Greenbrier Road - 3 Lot Subdivision Request** – Tax Map 121, Parcel 20

Police Report

Mayor Burris stated that Deputy Smolarsky provided a written report but was unable to attend today’s meeting.

Town Administrator Report – Laschelle McKay

Bicentennial of War of 1812 Event Support- In June of 2014 a weekend long event is planned to mark the 200th anniversary of the events of the War of 1812 that impacted St. Mary’s County. The partners for this event include the LBA, St. Mary’s County Tourism, Sotterley and the St. Mary’s County Historical Society. The event will kick off and be centered in Leonardtown with a wide array of activities. There are grant funds available from The Star Spangled Banner Grant through the Maryland War of 1812 Bicentennial Committee. The grant is being written by Carolyn Laray of St. Mary’s County Tourism. The group’s request is for the Town to be the grant recipient and to pledge a match in 2014 of \$3,000. If the support is pledged then we will prepare a letter of support for Mayor Burris to sign. Other matching funds are being requested from other groups as follows:

- \$3,000 St. Mary’s County
- \$2,500 LBA
- \$ 500 Historical Society
- \$ 500 Sotterley

Council gave consensus for Mayor Burris to provide a letter of support for the grant and agreed to applying for the grant and pledging matching funds.

Letter of Support for Alternative to Rt. 5 Widening Project- The Rt. 5 Widening Project Team is required to recommend an alternative to the Directors at SHA at the end of October. The planning team held a Public Hearing on June 28, 2012 and has presented four alternatives with three options available. The team has requested that the Town Council submit a letter of support for one of the alternatives this month. Once again there is no funding designated for the engineering and design phase or the construction phase.

Mayor Burris noted that he wanted to make sure that the letter included language that the Town had a say in the location of the breaks for turning movements.

Council gave consensus for Ms. McKay to respond to the SHA with a letter of support stating that the Town Council decided to go with the recommendation of Alternative #4 and Option #4.

Introduction of Ordinance No. 156- Code of Ethics- As you are aware, the Town is required by State law to update its Ethics Ordinance. Phil Dorsey's office has been working with the State Ethics Commission in drafting the new Ordinance. We received a final approved version in September. At this meeting we will be introducing the ordinance for approval in November.

Bid Award for 2012 Street Improvements- The 2012 recommended street improvements for Camalier Drive, Pope and Shadrick Streets were publicly advertised and bid. Three bids were received:

\$83,315	AB&H
\$85,333	CA Bean
\$103,618	Great Mills Trading Post

After reviewing the bids it was decided to request a price to add Guyther Drive to the bid since the project was next in line and could be done within the budget allocated for this project. AB&H provided a price for Guyther Drive of \$12,339 at the same unit price as bid for Shadrick Street. Staff recommends adding Guyther Drive to the project and awarding the bid to AB&H for a total of \$95,654 (\$83,315 bid price plus Guyther addition of \$12,339). The job is to be complete 30 days after Notice to Proceed is issued.

Councilmember Roger Mattingly moved to accept the bid as provided by AB&H for recommended street improvements including Guyther Drive; seconded by Councilmember Collier, no further discussion, motion passed unanimously.

Mayor Report – Mayor Burris

Mayor Burris reported that he was invited to attend Father Andrew White's Blue Ribbon Ceremony in recognition of their outstanding commitment to education as they were named a 2012 National Blue Ribbon School by the United States Department of Education of which only 296 schools out of the entire United States are given this honor.

He attended MML's Fall Conference held in Hagerstown, Maryland. He met with a variety of people and was able to tour their Arts and Entertainment District which is very similar to Leonardtown.

Events – Roger Mattingly

Councilmember Mattingly reported they had over 400 walkers and volunteers who participated in the Sixth Annual Walk for the Poor.

Mayor Burris announced that PINK Friday was a great success and we received much praise on the Town being flocked by the pink flamingos recognizing Breast Cancer Awareness.

Councilmember Roberts remarked this was a great idea and certainly made this particular First Friday very special.

Upcoming Events of Interest/Meeting Reminders:

Fri., October 12	8:30 AM	LBA meeting @ TBD
Sat., October 13	9:30 AM – 3 PM	Prayer & Praise on the Square Hosted by Bread of life Center for Peace
Sun., October 14	1:00 – 3:00 PM 1:00 – 5:00 PM	Antique Tractor Parade LFVD Cart Cruz and Oyster Scald
Wed., October 17	11:30 AM	Chamber Quarterly Members' Luncheon @ Outback Steakhouse, California, MD
Sat., October 20 & Sun., October 21	10 AM – 6PM 11 AM – 6 PM	SMC Oyster Festival @ SMC Fairgrounds
Wed., October 24	5:30 PM	Chamber Business After Hours@ PNC Bank 22610 Three Notch Road, Lexington Park, MD
Sat., October 27	1 PM – 3 PM	Trick-or-Treat on the Square Leonardtown Square
Fri., November 2	5 PM – 8 PM	Celebration of First Fridays in Leonardtown
Sun., November 11	10 AM	Veterans Day Parade
Mon., November 12	HOLIDAY	Veterans Day – OFFICES CLOSED
Sat., Nov. 17 & Sun., Nov. 18	9 AM – 5 PM 10 AM – 4 PM	Antique Show & Sale Leonard Hall Jr. Naval Academy
Thurs., Nov 22/Fri., Nov 23	HOLIDAY	Thanksgiving – OFFICES CLOSED
Fri., November 23 (Rain date: Sat., Nov. 24 @ 7 PM)	5 PM – 9 PM	Christmas on the Square & Tree Lighting Leonardtown Square
Fri., November 23	5 PM – 9 PM	Christmas Festival Winegardner Showroom
Sat., Dec. 17	11 AM – 1 PM	Santa & Mrs. Claus on the Square

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that we are continuing with our vision planning for the Town and we have another meeting later this month with Crozier and Associates. Later into that process we will be putting together an RFP for several projects in Town and also some potential zoning changes based on the outcome of that planning process.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that he has been reviewing the safety manual that Mr. Wheatley provided him. This Saturday, October 13, he will be attending the committee meeting of the MML Emergency Preparedness meeting which will be held at the Annapolis 911 Center.

MML/SMMA – Leslie Roberts

Councilmember Roberts reported that the MML Fall Conference was held this month in Hagerstown, Maryland and the next meeting will be the Legislative dinner, hosted by North Beach, on Wednesday, December 5th. The MML Legislative Committee have changed tactics and is being more proactive on the budget process trying to get every dollar they can squeeze to get more Highway User Funds.

Mayor Burris stated that they are also focusing on the legality of towns being able to advertise their legal notices on the internet.

Capital Projects – Tom Collier

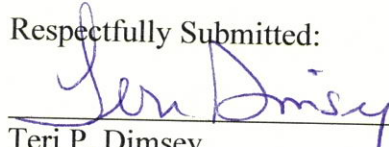
Councilmember Collier reported that he wanted to thank the Council for approving the contract for road repairs. We have several other minor sidewalk, curbing and storm water repair projects spread out throughout the Town going on right now.

Mayor Burris reminded everyone that he will be available for any discussions for a half hour after the meeting is adjourned.

Mayor Burris entertained a motion to adjourn.

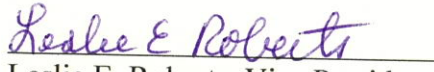
Councilmember Collier moved to adjourn the meeting at 4:31 pm; Councilmember Mattingly seconded, motion passed unanimously.

Respectfully Submitted:

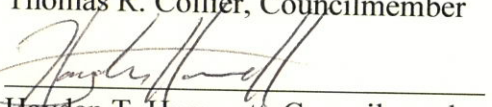

Teri P. Dimsey

Approved:

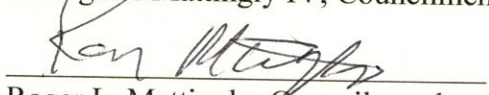

Daniel W. Burris, Mayor


Leslie E. Roberts, Vice President

Thomas R. Collier, Councilmember


Hayden T. Hammett, Councilmember


J. Maguire Mattingly IV, Councilmember


Roger L. Mattingly, Councilmember