



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **October 13, 2014**

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

Also in attendance were: Teri Dimsey, Secretary; Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jackie Post, Fiscal Clerk; DeAnn Adler, Town Planner; Maria Fleming, Events Coordinator; Dick Myers, The BayNet; Linda Chakales, Resident; Guy Leonard, The County Times. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris asked Ms. Dimsey to lead the Pledge of Allegiance and requested that Councilmember Hammett lead the invocation.

Mayor Burris moved on to the first order of business.

Approval of Minutes

Meeting minutes for the September 9, 2014 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 9, 2014 minutes as presented; seconded by Councilmember Combs; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that she prepared the September financials and copies were distributed to Council. No transfer was necessary to or from the Operating Account. We are one-fourth through the budget year. There were no specific line items for discussion.

The auditors are reviewing the financial statements along with the Maryland Uniform Financial Report and once they are finished they will be scheduled to attend the November Town Council meeting for their presentation.

Planning & Zoning Report – DeAnn Adler

Ms. Adler reported that last month's Planning and Zoning meeting was canceled there are no items on the agenda.

The next Planning and Zoning meeting is scheduled for Monday, October 20, 2014 at 4:00 pm. There are three items currently on the agenda:

Case #61-14 – Old Line Bank – this is the project behind the Dash In, on Route 5 and Newtowne Neck Road. They will be on the agenda for Concept Plan Approval.

Case #92-07 – Dr. Luke's Office Building Expansion Project – This project was originally approved in 2008 and was re-approved in 2012. It is coming back before the P & Z Board for re-approval once again. They will have until May of 2017 to complete construction of this project using the approved storm water management waiver in effect for this project. After that time, if construction is not complete, they will have to redesign the project using our new SWM Ordinance guidelines.

Case #59-14 – This is a new project. The applicant, Mr. John Erskine, is asking to subdivide his one single family lot into 2 lots. This project is located at 23205 Hollywood Road, which is across from the Governmental Center. This newly created lot would have access from Spalding Lane and meets the minimum lot size requirement.

Police Report

Mayor Burris noted that Deputy Smolarsky provided Council with a written report but is unavailable to attend today's meeting. She has increased her presence during the evening hours patrolling the neighborhoods.

Mayor Burris remarked that he sees that Ms. Chakales is in attendance today and stated to her that Council had a letter in preparation to be mailed shortly addressing the items she had previously brought to the Council's attention.

Ms. Chalakes thanked Mr. Jay Mattingly for his extra attention on this matter. She reiterated some of the concerns regarding the construction at Clark's Rest and its effect on their neighborhood and the storm water drain issue and the road deterioration from the snowplowing. She has photographs for Council to see the items in issue. As their neighborhood does not have its own HOA it has hindered repair on items needing attention such as the cluster mail boxes that are rusting away. She appreciates the Town taking these issues under advisement.

Mayor Burris thanked her for bringing these things to the Town's attention and said we will have them looked into and follow up with her.

Mayor Burris noted that it is now time for the public hearing and entertained a motion to close the regular meeting and open the public hearing.

Councilmember Roberts moved to close the regular meeting and open the public hearing; seconded by Councilmember Hammett, motion passed unanimously.

Mayor Burris asked Ms. McKay to provide a summary of Ordinance No. 166: Floodplain Management Ordinance.

Ms. McKay reported that the Town is required to update its floodplain ordinance by November 19, 2014 or anyone needing flood insurance coverage in Town would no longer be able to get it. The last update was Ordinance #72 on May 1, 1992. In your packets is the Model Ordinance from the State that is proposed for adoption. This is the minimum required for adoption. We introduced the ordinance last month and have a public hearing scheduled for today. The ordinance can be adopted following the Public Hearing and then it would go into effect prior to November 19th. The Public Hearing was advertised September 18, 2014 in the County Times. There have been no comments received to date.

Mayor Burris asked for any public comment. There being none, he entertained a motion to close the public hearing and 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 asked if there was any further discussion on Ordinance No. 166, there being none he entertained a motion on Ordinance No. 166.

Councilmember Roger Mattingly moved to approve Ordinance No. 166 as presented; seconded by Councilmember Combs, motion passed unanimously.

Ms. McKay stated that an overview of Ordinance No. 166 will be advertised and it will go into effect in twenty days.

Town Administrator's Report – Laschelle McKay

Extension of Maintenance/Repair Contract- The maintenance/repair contract was bid in 2010. AB&H Excavating was awarded the contract for 2 years with three 1-year options. This would be the final extension, carrying the contract from 10/13/14-11/30/15. AB&H is not requesting any changes to the current contract and we have had no issues with the contractor.

Council Members remarked that they have been happy with AB&H's work and with Mr. Wheatley's supervision of the projects.

Councilmember Hammett moved to extend the Maintenance/Repair Contract for one year to AB&H; seconded by Councilmember Roger Mattingly, motion passed unanimously.

ENR Upgrade Update- the ENR project has gone out to bid. Bids have been extended to October 28, 2014. We held a pre bid meeting on September 19th. Questions and plant tours are continuing.

Emergency Contact Update- As a result of a recent water outage event we have looked at ways to improve communication with residents in the event of an emergency. We have purchased a new answering machine at the Town Office as well as for the WWTP. These can be programmed remotely. The website and Facebook can already be accessed by staff remotely. In addition, we have obtained authorization for the Mayor and Administrator to issue Code Red Notifications through the County system in emergencies. We believe these measures will make emergency communications with the residents much easier and timely.

Arts & Entertainment Creative Collaborations Workshop – This was a very successful event and we received great feedback from the art and entertainment community. The State is planning to use this as a model for other A&E Districts.

Events – Roger Mattingly

Councilmember Mattingly reported that Trick or Treat on the Square will be held on Saturday, October 25 from 1:00 to 3:00 p.m. There will not be a pet parade.

Ms. Fleming added that Cedar Lane and Wine and Design have a craft pumpkin painting project that is now included and a Girl Scout troop will also do some type of crafts.

Ms. Fleming remarked that the crafts fair held at the Port of Leonardtown was hindered by the weather but they did have a good crowd of people off and on and seemed to be fairly successful.

Councilmember Roberts said she attended and at that time there were a good many people there.

Upcoming Events of Interest/Meeting Reminders:

Wed., October 15	12:00 PM	County Commissioner Candidate Forum/Lunch @ Olde Breton Inn
October 18 - 19	SAT 10 AM-6 PM SUN 11 AM-6 PM	SMC Oyster Festival @ Fairgrounds
Sat., October 18	8:30 AM	RHS Blaine Whorl Memorial 5K Ryken HS and Town roads
Sun., October 19	9:00 AM	LHS Band Boosters Rhythm Run 5K Leonardtown Wharf Park and Town roads
Wed., October 22	5:30 PM	Chamber Business After Hours @ PNC Bank, 22610 Three Notch Road, Lexington Park

Upcoming Events of Interest/Meeting Reminders:

Sat., October 25	1 PM – 3 PM	Trick-or-Treat on the Square Leonardtown Square
Fri., November 7	5 PM – 8 PM	Celebration of First Fridays in Leonardtown
Tues., November 11	10 AM HOLIDAY	Veterans Day Parade Veterans Day – OFFICES CLOSED
Fri., November 14 TBD	8:30 AM	Leonardtown Business Association Meeting @
Sat., Nov. 15 & Sun., Nov. 16	9 AM – 5 PM 10 AM – 4 PM	Antique Show & Sale Leonard Hall Jr. Naval Academy
Sun., November 16	3:00 PM	National Youth 5K Leonardtown Wharf Park
Wed., November 19	12:00 PM	Chamber Business Members’ Luncheon @ Country Inn & Suites Lexington Park
Thurs., November 27 Fri., November 28	HOLIDAY	Thanksgiving – OFFICES CLOSED
Fri., November 28 (Rain date: Sat., Nov. 29 @ 7 PM)	5 PM – 9 PM	Christmas on the Square & Tree Lighting Leonardtown Square
Fri., November 28	5 PM – 9 PM	Christmas Festival Winegardner Showroom
Sat., Dec. 13	11 AM – 1 PM	Santa & Mrs. Claus on the Square

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that Leonard’s Grant is still moving forward and work has begun on the connection to Lindsay Drive which will connect Leonard’s Grant to the new Clark’s Rest. The Walter Francis Duke Elementary school is moving along on schedule. The number of sewer line, manhole and water line upgrades around Town, along with the Washington St. improvements are moving along.

ENR Upgrade – Tom Combs

Councilmember Combs reported that the ENR Upgrade bid has been postponed until October 28th and we can then evaluate the bids and move forward.

SMMA Update – Leslie Roberts

Councilmember Roberts reported that the next meeting is scheduled for November 5th. They are gearing up for the legislative session and a special presentation has been planned for Johnny Wood as a farewell and thank you for all of his support.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly thanked everyone for their sympathies for the recent loss of his grandmother, Mary Ann Mattingly. He mentioned that the Washington Street sidewalk project looks outstanding and is looking forward to seeing the lights put up. Deputy Smolarsky has been extra diligent working with the HOAs in the communities. The next Communications Committee meeting will be on October 22 in Annapolis.

Mayor Burris reminded everyone that he will be available for discussion after the close of the meeting and entertained a motion to adjourn the regular meeting.

Councilmember Combs moved to adjourn the regular meeting at 4:40 p.m.; seconded by Councilmember Roberts, no further discussion, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Leslie E. Roberts, Vice President

Thomas M. Combs, Councilmember

Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Roger L. Mattingly, Councilmember