



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** **May 11, 2015**

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; Cindy Williams, Planning Assistant; Michael Reid, The Enterprise; Dick Myers, The Bay Net; Linda Shepherd, Resident; Katy Galloway, Marigold; Thomas Brewer, COE; Mike Mummaugh, Paragon Properties. A complete list of attendees is on file at the Leonardtown Town Hall.

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

Presentation to Linda Shepherd

Mayor Burris announced that Linda Shepherd has officially retired and we extend to her our sincerest gratitude for all her hard work on organizing the events over these many years and on an outstanding job of publishing the Beacon, which is greatly admired by the other MML Towns.

He asked Mrs. Shepherd to come forward to accept a plate with the inscription: Linda Shepherd, Event Coordinator, Public Relations, Newsletter Editor, 2001 to 2015, In Appreciation for Jobs, Well Done, Commissioners of Leonardtown

Ms. Shepherd thanked the Council and Staff for the recognition. She wished everyone continued success in running the Town and expressed how much she enjoyed working with everyone and her interaction with the entire community of Leonardtown.

Mayor Burris moved on to the first order of business.

Approval of Minutes

Meeting minutes for the April 13, 2015 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 April 13, 2015 minutes as presented; seconded by Councilmember Jay Mattingly; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that during the month, \$350,000 was transferred from the LGIP to the Operating Account. A majority of it, \$212,000 was to take care of the Cedar Lane Grant payment that we received via wire which means we need to move money over into the correct account.

We are 83% through the budget year and all departments seem to be in line at the moment. The draft budget was distributed and the first workshop will be held on May 19.

The regulation states that we are required to introduce the ordinance prior to the meeting and we are introducing **Ordinance No. 167- Adopting the Budget and Setting the FY2016 Tax Rate** with the intention of approving the budget ordinance in June.

Ms. Sothoron reported that we held our second Shred Day event on Saturday, May 9th. She and Mrs. Post were able to clear out much of the old paperwork stored in the storage building. The event itself was not very well attended. Last year's was also held in May so we may look at holding the event in the fall to see if we get more attendance.

Budget Amendment BJ01-15 – South Washington St. Project

Ms. Sothoron reported that this is to cover costs associated with the South Washington Street Enhancement Project. There were problems encountered that were not anticipated that caused the overage. The excess needs to be funded with prior year fund balance.

Councilmember Hammett moved to approve BJ01-15 as presented; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.

Councilmember Roberts inquired if there were any properties that went to tax sale.

Ms. Sothoron noted that there was one that we are aware of but as it is a long process she is unaware of the particular property and the status.

Planning & Zoning Report – Laschelle McKay

Due to a scheduling conflict on April 20th, the next meeting will be held on April 27th and there is currently one item on the agenda:

Case #23-15 – 25805 Point Lookout Road; Map 126 Parcel 95; formerly the Ahearn Property – Request for concept plan approval submitted by W.M. Davis Development.

Councilmember Roger Mattingly asked if the building will still be that close to the road.

Ms. McKay responded it should stay the same.

Public Hearing on Community Development Block Grant Proposal for Cedar Lane

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, no further discussion, motion passed unanimously.

Mayor Burris asked Ms. McKay to provide a brief report.

Ms. McKay noted that after the public hearing, Council will have the opportunity to vote on **Resolution 3-15 - In support of the Community Development Block Grant for Cedar Lane.**

As discussed previously we will hold a public hearing today to receive comment from the public regarding the request from Cedar Lane Senior Living Community to support a second pass through grant in the amount of \$615,000 to improve resident safety and building efficiency. The deadline for the application is June 5th.

Ms. McKay noted that Ms. Beverly Stickles, Director, Cedar Lane was in attendance today to present the Grant application to Council and answer any questions.

Ms. Stickles remarked that they are requesting \$615,000 to work on the old building on Cedar Lane to replace two thirty year old elevators that have passed their useful life which is traditionally about 20 years. We would use the same shell and repurpose the shaft. This involves a lot of mechanical work to update the structure for the new elevators and adding safety transfer equipment and an intercom system in the event of any sort of emergencies.

They do have three requirements to meet as required by the State and will work closely with the Town to comply with all the requirements.

Ms. McKay noted that we did advertise the Public Hearing and did not receive any comments.

Ms. McKay read out loud **Resolution 3-15 - In support of the Community Development Block Grant for Cedar Lane.**

Councilmember Roberts moved to approve Resolution 3-15 to support the submission of the Community Development Block Grant Application for Cedar Lane as presented; seconded by Councilmember Combs. One abstention from Councilmember Hammett, four Council Members voted Aye in favor, no further discussion; motion passed.

Police Report

Deputy Smolarsky is unable to attend today's meeting. A written report will be provided to Council. Council Members all commented that they have seen Deputy Smolarksy paroling the Town and conducting traffic safety stops.

Ms. McKay asked to move onto the agenda item of **Resolution 4-15- Support for Participation in the Sustainable Maryland Municipal Program.**

She explained that Sustainable Maryland is a certification program for municipalities in Maryland that want to go green, save money and take steps to sustain their quality of life over the long term. Sustainable Maryland Certified is a collaborative effort between the Environmental Finance Center (EFC) at the University of Maryland and the Maryland Municipal League to replicate the success of the Sustainable Jersey initiative throughout the Mid-Atlantic States, beginning in Maryland. Indian Head is registered and Chesapeake Beach has been certified along with a total of 48 participating and 20 certified municipalities to date.

Ms. McKay reported that Mr. Tom Brewer, President of the Commission for the Environment is in attendance and unfortunately the student, Ms. Haley Rizkallah, who did the majority of the work, was unable to attend today's meeting.

Mr. Brewer remarked that he discovered this program and at the same time a student, Ms. Rizkallah, had emailed looking for a senior project. She then took on researching the project and setting up an action plan to make sure we could meet the requirements which would then allow us to get the program started through the University of Maryland.

Ms. McKay noted that the only stipulation would be to form an oversight committee and Mr. Brewer felt that the Commission on Environment could serve as the agent and this was included in the required Resolution. This now opens the door to some additional grant money.

Councilmember Roberts remarked that this is a program that may be able to help us in obtaining green type products, such as LED lights for our street lights.

Ms. McKay read aloud Resolution 4-15.

Councilmember Roberts moved to approve Resolution 4-15 as presented; seconded by Councilmember Combs, no further discussion, motion passed unanimously.

Town Administrator's Report – Laschelle McKay

Leonardtown Wastewater Treatment Plant Upgrade- We request awarding the Upgrade contract to MEB General Contractors, Inc. based on the bid results from January 13, 2015. 5 bids were received and MEB's was the low bid at \$16,896,000.

This award is contingent upon the financing for the Water Quality Loan being approved at the May 15, 2015 Board of Public Works meeting at the State. MDE has approved the MEB bid (approval letter attached). We will go to closing in June and will have some additional financing items for the agenda in June. Authorization is needed for the Mayor to sign the appropriate documents to award the bid and move the construction portion forward.

Councilmember Roberts moved to approve awarding the bid to MEB contingent upon financing for the water quality loan being approved at the May 15th Board of Public Works at the State level and authorization for the Mayor to sign; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.

Ordinance No. 168- Forest Conservation Ordinance- By State law we are required to update our Forest Conservation Ordinance by July 2015. Our original chapter 80 was adopted in 1993. The Dept. of Natural Resources had to approve all changes and additions and this will bring us into compliance with the 2013 amended Forest Conservation Act and before you is a copy of the approved State version. There are a couple of date changes that I will be updating. The County just passed the adoption with the same changes. No action is required today. A Public Hearing will be held at next month's meeting and action will be decided then.

An additional agenda item has been added which is reviving having slips built at the Leonardtown Wharf. A grant has been found under the Waterway Improvement Fund, of which we have previously received funds and we would like to apply for them again. This grant is under a \$100,000 and does not require any matching funds from us. A preliminary design for 14 transient slips only, was previously submitted and a meeting, to revisit the plans, is set up with the DNR for next week.

Councilmember Roberts inquired about the response on the RFP for a Food Truck down at the Leonardtown Wharf.

Ms. McKay responded that there was some interest but no responses. We will continue to pursue.

Ms. McKay also mentioned that the old Church Street Water Tower roof top was saved and has been repurposed as the top of a new pavilion just built at the Port of Leonardtown Park and Winery. It has a bit of site work to be done to be completely finished but looks great and includes the ball and a small ladder from the original tower.

Councilmember Roberts inquired about the changes to the building code which have a deadline of July 15, 2015.

Ms. McKay remarked that this will be introduced next month. We are working with the County to see what changes they make so that we can coordinate our changes together for some uniformity. This will also include language on abandoned and unfit buildings which will give the County and the Town the tools to work with code enforcement.

Councilmember Roberts asked about the status of the annexation of the Wathen farm.

Ms. McKay noted that we anticipate getting the petition the first part of June and we will introduce the Resolution at the June meeting to begin the process with a Public Hearing scheduled for July. During that month it will need to go before the State and County and we will be required to advertise it for four consecutive weeks.

Mayor's Report

Mayor Burris reported that there are a lot of things happening around Town such as the new pavilion at the Port of Leonardtown Park and boat dockage at the Leonardtown Wharf. The old Corner's Critters building is being renovated into a three story building with lofts and a retail or restaurant on the bottom floor. Reynolds Pharmacy is looking at selling or renovating their building too. The PNC building has some major interest and we hope to hear more news about a final sale. They too are looking to renovate the building into a mixed use of apartments and retail. Dunkin Donuts is still moving forward with their plans to build at the old Bell Motor Used Car lot along with other retailers. St. Aloyisus is moving forward with building a new hall and we are excited to see their new plans. The new library and senior center is set to begin once the site is decided and the new elementary school will be open later this fall. The Fire Department is looking to open a museum on the old carnival grounds. Old Line Bank is also building a new bank over behind the Dash-In. And the Hamptons, the 118 unit apartment building is still moving forward.

Councilmember Roberts asked about the RFP that is still out for a restaurant at Leonardtown Wharf – what can we do about this?

Mayor Burris remarked that he plans to initiate talks with the Maryland State DBED Secretary while attending the MML Convention and how we can generate some economic interest in Leonardtown projects.

Councilmember Roberts mentioned the breakout projects in coordination with the State Highway Administration and the status.

Ms. McKay responded that there are still some concerns but we are continuing to communicate our direction and how best to get this accomplished.

Councilmember Roberts mentioned the Economic Development Workgroup RFP.

Councilmember Hammett reported that we received five responses but we have not awarded this as only one of the proposals meets our budget. The committee has not yet met to review all of the responses but a meeting is planned in the near future.

Events – Roger Mattingly

Councilmember Mattingly offered his congratulations to Linda Shepherd and remarked that we will miss her. He remembered when the events were just beginning and how much work went into all the preparation and how successful they are today due to her organizational skills.

He reported that Laschelle McKay, Maria Fleming and Carolyn Laray have been chosen by the Historic Preservation Commission to receive an award for all their hard work on the Raiders & Invaders Event last June. On Tuesday, May 19th they have been asked to appear before the Commissioners of St. Mary's County and receive a proclamation and award from the Historic Preservation Commission.

He also remarked that local artists, the Leonardtown A&E District Committee and the St. Mary's County Arts Council are working cooperatively to host an all-day Artists' Workshop in different venues around Town. The event is tentatively slated for Saturday, September 12.

The 20th Annual Hospice 10K Run and 5K Run and Fun Walk ran very smoothly this year with over 2,500 participants and the help of at least 17 officers from the St. Mary's County Sheriff's Office. Next year's date has been listed as April 9, 2016.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Event/Meeting</u>
Wednesday, May 13	11:30 AM – 6 PM	2015 Business Showcase & Awards Luncheon So. Maryland Higher Education Center
Saturday, May 16	9 AM – 3 PM	Coastal Arts Market @ POL
Saturday, May 23	6 – 9:00 PM	Downtown Tunes
Tuesday, May 19	9 AM	Historic Preservation Commission award to Raiders & Invaders Planning Committee
Saturday, May 23	6 – 9:00 PM	Downtown Tunes R&B with Latrice Carr
Monday, May 25	HOLIDAY	Memorial Day - Offices Closed
Wednesday, May 27	5:30 PM	Business After Hours hosted by eTrepid @ Stoney's Clarkes Landing restaurant
Friday, June 5	5 -8 PM	First Fridays
Sunday, June 7	4 – 6 PM	Bluegrass Gospel Express Concert @ Wharf
Friday, June 12	8:30 AM	LBA Meeting @ TBD
Saturday, June 13	11 AM – 8 PM	Annual Crab Festival @ the SMC Fairgrounds
Sunday, June 14	6:00 PM	Flag Day Celebration @ SMC Govnmntal Ctr

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that as previously mentioned, the economic development RFP responses will be interesting to review and he looks forward to the next meeting. He mentioned how interesting it is to see sustainable projects such as solar panels being used so extensively around Town.

ENR Upgrade – Tom Combs

Councilmember Combs reported that Ms. McKay covered the update in her report. He will begin updates once the construction starts.

SMMA Update – Leslie Roberts

Councilmember Roberts reported that she was unable to attend but that Councilmembers Roger Mattingly and Jay Mattingly attended and everyone is looking forward to attending the upcoming MML Convention in late June.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that the striping list will be turned into Mr. Wheatley so they can move forward on the work. To remind everyone about safety, he has been working with Deputy Smolarsky on radar along residential streets. Unfortunately, a recently retired State Trooper, Mr. John Christman passed away unexpectedly and he asks everyone to keep his wife Kay and family in their prayers.

Mayor Burris mentioned that tomorrow is Law Enforcement Appreciation Day as a reminder to thank those who serve.

Councilmember Hammett inquired about the bond bills ordinance; when did we anticipate that going forward?

Ms. Sothoron responded that there is information she is required to submit and once that is complete, it looks like it will be ready in June.

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 Jay Mattingly moved to adjourn the regular meeting at 5:00 p.m.; seconded by Councilmember Tom Combs, 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