

**Commissioners of Leonardtown
Town Council Meeting Minutes
May 14, 2018**

Attendees: Daniel W. Burris, Mayor
Tyler Alt, Council Member
Hayden T. Hammett, Council Member
Christy Hollander, Council Member
J. Maguire Mattingly IV, Council Member
Mary Maday Slade, Council Member

Also, in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Teri Dimsey, Executive Secretary, Maria Fleming/Brandy Blackstone, Events, Beth Sandberg, Office Manager; Jada Stuckert, Planning; Residents: Nick Colvin; Tom Maday/Marilyn Maday; Mike/Debbie Mummaugh; Daniel/Rose, John, Tiger Slade; Bob/Judy Sterling; Donna Burris; Susan/Ed Alt, Grant/Reagan Alt; Heather/Maci Stroud; Gretchen Hardman, Governor Liaison; Guy Leonard, County Times; DanDan Zou, Enterprise; Cpl. Kristi Nelson, Town Deputy. A complete list of attendees is on file at the Town Hall.

Swearing in Ceremony

Mayor Burris asked the newly elected Council Members Tyler Alt, Christy Hollander, Mary Maday Slade to come forward to be sworn in.

Mayor Burris asked each member to raise their right hand and to repeat the Oath of Office as instructed.

Mayor Burris, Council Members and audience offered their congratulations.

Mayor Burris remarked that the candidates who ran but did not win a seat have all volunteered to sit on the Planning and Zoning Commission Board and/or the Board of Appeals and will be appointed as such.

Jack Candela will move from the Planning and Zoning Commission to Chair the Board of Appeals. Chris Jeys will serve on the P&Z Commission along with new member Jeff Brown. Nick Colvin and Andrew Ponti have agreed to serve as members of the Board of Appeals.

Mayor Burris moved on to the next order of business.

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

Approval of Minutes

Meeting minutes for the April 11, 2018 Town Council were presented for approval.

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

Councilmember Jay Mattingly moved to approve the April 11, 2018 minutes as presented; seconded by Councilmember Slade; motion passed unanimously.

Treasurers Report – Rebecca Sothoron

Ms. Sothoron reported that during the month of April, no transfers were made to or from the Operating Account. We are 83% through the budget year. The Approved Budget for FY 19 is posted to the Town website. There is nothing unusual to report on the financials at this time. Next month we do anticipate bringing forth a Budget Amendment in regards to other renovation work planned for the second floor. After the meeting adjourns there are some handouts that Council Members may be interested in reviewing.

Planning & Zoning Report – Jada Stuckert

The last Planning & Zoning meeting was held on April 16, 2018 with one item on the agenda.

Case No. 14-05 Clark's Rest – Point Lookout Road – Tax Map 127, Parcel 514-
Request for Site Plan Modification – Approved

The May 21, 2018 meeting will have one item on the agenda.

Case No. 30-16 - SMECO Expansion – 23365 Hollywood Road - Request for Concept Site Plan Approval

Police Report – Corporal Nelson

Corporal Nelson provided Council with a written report and reported that she has been very busy this month working with the Elementary Schools and providing services such as Child Safety Seat sessions. She also worked the various events in and around Leonardtown, the first Annual Pub Crawl, which went very smoothly, worked Earth Day on the Square, the Classic Car Show and a few more events that entire weekend.

Mayor Burris asked Deputy Nelson if she would include in her report the accident reports for Rt. 5 between Hollywood and Compton Road. He would also like to see the numbers of citations given if possible.

Town Administrator's Report – Laschelle McKay

Resolution 2-18 - Chapter 36 Alcoholic Beverages-Public Property Procedures - Per the April 11, 2018 adoption of Ordinance No. 182 no alcohol can be consumed on town owned property except per rules set forth by resolution by the Commissioners of Leonardtown. Currently, private parties and private events held on town owned property must get an Alcohol Usage Permit.

Resolution No. 2-18 proposes that all events, including public events, must have an Alcohol Usage Permit signed by the Mayor or Administrator.

Councilmember Jay Mattingly moved to approve Resolution 2-18 Chapter 36 Alcoholic Beverages-Public Property Procedures; Councilmember Hollander seconded, no further discussion, motion passed unanimously.

Award Town Hall Furniture Contract

On March 13, 2018, we contacted 3 cabinetry contractors via email to fabricate a Commissioner desk and 2 smaller desks for the upstairs meeting room in the Town Hall building. The original budget was \$10,000. The low bidder was Dean Lumber & Supply Co., Inc.

The 3 bids received were from:

Dean Lumber & Supply Co., Inc. - \$7,898.85
Corwin Home Improvement, LLC - \$8448.85
Cord's Cabinetry - \$10,700.00

Staff recommendation is to award the desk project to Dean Lumber & Supply Co., Inc. in the amount of \$7,898.85.

Councilmember Mattingly moved to award the furniture contract for the meeting desk to Dean Lumber Company in the amount of \$\$7,898.85; seconded by Councilmember Hammett; no further discussion, motion passed unanimously.

Award Town Hall Painting Contract

Award Second Floor Painting Project

At the beginning of April, we contacted 6 painting contractors to provide us with a bid to paint the second floor of the Town Hall building.

The original budget was \$4,000.00

The low bidder was Air Tight Custom Painting LLC.

Three (3) bids received were from:

Air Tight Custom Painting, LLC - \$5,000.00
W.M. Davis, Inc. - \$6,850.00
Coombs Creek Maintenance - \$7,800.00
Creative Touches Home Improvement LLC \$8,485

Staff recommendation is to award the painting project to W.M. Davis in the amount of \$6,850.00 based on the scope of work provided. The Davis proposal includes wall patching, all supplies and ceiling painting.

Councilmember Mattingly moved to award the town hall painting contract to WM Davis, Inc. in the amount of \$6,850; Councilmember Slade seconded;

Councilmember Hollander inquired about this project being overbudget.

Ms. McKay responded that we are under budget on the furniture and as long as that particular fund comes in under budget, no budget amendment will be needed. These expenses will be tracked and if it appears it will go over then Ms. Sothoron will prepare the necessary budget amendment.

Ms. Sothoron noted that the Charter requires funds to never exceed their appropriation. We generally do not do a Budget Amendment unless we think the General Fund will exceed its appropriations in total. The only thing that may require a Budget Amendment is the extra physical work that is being done on the second floor, new offices, ADA compliant repairs, which was not originally budgeted. We determined after the project started that those renovations had to be done to make the space workable. This is an amount that likely cannot be covered by what we appropriated for in whole. So, as we move forward that big chunk of money will likely need a Budget Amendment and the smaller cost items will not need a Budget Amendment.

There being no further discussion, motion passed unanimously.

Reschedule June Meeting Date - Due to a conflict with the Maryland Municipal League Summer Conference in June, the regular Town Council meeting will be held on Monday, June 18th at 4:00 p.m.

Mayor's Report – Mayor Burris

Mayor Burris remarked that there are a few vacancies on the Planning and Zoning Commission and recommends Jeff Brown and Chris Jeys as new members and to appoint Laura Schulz as Vice Chair.

The Board of Appeals also has vacancies and the Mayor recommends Nick Colvin and Andrew Ponti as new members. Dr. Winnik has stepped down as Chairman and Jack Candela will move from P&Z to Chairman of the Board of Appeals.

The P&Z Commission will consist of: Jean Moulds, Chair, Laura Schulz, Vice Chair, Jeff Brown, Heather Earhart, Chris Jeys. Chris is a member of the Ethics Commission, we will appoint a replacement.

The Board of Appeals will consist of: Jack Candela, Chair, Nick Colvin, Darren Meyers, Andrew Ponti, Bob Wentworth. The Board of Appeals will elect their Vice Chair.

Council Members gave their consensus to appoint the new members as discussed to the Planning and Zoning Commission and the Board of Appeals.

We are excited to finally announce that Dos Amigos is opening up on Wednesday.

In speaking with Mike Jacques of Clark's Rest, he mentioned that they sold a total of 31 houses last year and to date they have sold 28 homes.

In the audience today is Gretchen Hardman, Liaison for the Governor's Office. Ms. Hardman congratulated the newly elected Council Members and wished them well in their new position.

Events – Maria Fleming

The Hospice Run had another successful year, with about 1500 registered participants and no incidents or medical emergencies! Thanks to Katy, Jimmy, and the whole Hospice team for great planning, and emergency services and Incident Command for being ready to act if needed. Looking forward to another great event April 13, 2019!

The First Annual Spring Pub Crawl organized by The Rex, Olde Town Pub, The Front Porch, Social Speakeasy, Jessie's Kitchen and Quality Street Catering was a creative new addition to the event calendar. Thanks to everyone involved, including St. Mary's County Sheriff's Office for their assistance in keeping everything safe and orderly.

Drawing a crowd of about 1,500 people, Reptile World, Fish the Bay Charters, and Greenwell Foundation miniature horses were among the popular exhibits at this year's Earth Day event on Sunday, April 22. New participants St. Mary's County Dept. of Aging and Human Services provided Pickleball and Tai Chi demos and a SMECO recycling contractor set up at the Wharf to collect old A/C and dehumidifier units. Special thanks to the St. Mary's Arts County Arts Council for their generous grant to support the event. We were also joined by the president of a local electric car club, who is excited to bring his friends from the tri-county area to next year's event. Since there is no charging station south of Hughesville, he was wondering if the Town would consider getting a few stations installed for next year's event, which could attract tourists as well.

The Annual Spring Fling Car Show on April 29th had approximately 360 cars around Town, drawing a record-breaking crowd of almost 4,000 spectators. Hospice collected over \$2,300 in donations and the Car Club netted \$13,000 to give back to Hospice and other local non-profits.

May 4 Swing into Spring First Friday hosted the Chesapeake Swing Band and a large and energetic Flash Mob coordinated by dance instructor Taryn Brown from SPICE Studio.

June 1 will be the Annual Where's Crabby? Selfie Scavenger Hunt First Friday with C. Bass and the Rockfish providing live music. Scavenger hunt prizes include 2 half-day kayak rentals donated by Patuxent Adventure Center.

Submissions for the Southern Maryland Film Festival are due May 18. This is an all-ages event, with no submission fee. Find details on smdff.org.

Summer Concerts: The LHS Jazz Band is scheduled to have their Spring Concert at the Wharf Thursday, May 24 at 6 p.m.; The Lucky Few with Joe Parsons will be in the Square from 6 – 8 p.m. on Friday, May 25th; and Drivin' Muzzy is the opening concert for Downtown Tunes on Saturday, May 26th from 6 – 9 p.m.

Mark your June calendars: 6/1 Where's Crabby First Friday; 6/3 So. MD Youth Orchestra and Choir Concert at the Wharf; 6/9 Sunrise Yoga at the Wharf, Leonardtown Rotary Paddle for Heroes at the Wharf and St. Mary's County Crab Festival at the Fairgrounds; 6/14 Flag Day Celebration at the Governmental Center; 6/16 Coastal Arts Market; 6/21 U.S. Navy Band Country Current in the Square; 6/23 Downtown Tunes with the Latrice Carr Music Group.

Ms. Fleming also announced that with her today is Ms. Brandy Blackstone, who is in the midst of training for the Events Coordinator position and will assume full control after she leaves which is planned for August after Beach Party on the Square.

Upcoming Events of Interest/Meeting Reminders:

| <u>Date</u> | <u>Time</u> | <u>Event/Meeting</u> |
|--|-----------------------|--|
| Saturday, May 19 | 9 AM – 3 PM | Coastal Arts Market, Leonardtown Wharf Park |
| Saturday, May 19 | 9 AM | Girls On the Run 5K, Route from Ryken HS to the Wharf and back |
| Wednesday, May 23 | 5 PM | Business After Hours, Hosted by O'Brien Realty @22894 Three Notch Road, California |
| Thursday, May 24 | 6 PM | LHS Jazz Band Spring Concert @ Leonardtown Wharf |
| Friday, May 25 | 6 – 8 PM | Concert Series: The Lucky Few in the Square |
| Saturday, May 26 | 8:30 AM | Life is Good in LG 5K Run for LVFD |
| Saturday, May 26 | 9:30 – 10:45 AM | Cruisin' Southern Maryland for Vets, Travelling car show, Leonardtown stop |
| Saturday, May 26 | 6 – 9 PM | Downtown Tunes with Drivin' Muzzy |
| Monday, May 28 | Office Closed | Memorial Day holiday |
| Friday, June 1 | 5 -8 PM 8 – 10 PM | Where's Crabby Scavenger Hunt First Fridays SoMar Drummers Drum Circle |
| Saturday, June 2 Sunday, June 3 | Gates open 8:00 AM | Air Expo @ Naval Air Station Pax River |
| Sunday, June 3 | 5:00 PM | SMYOC Concert @ the Wharf |
| Friday, June 8 | 8:30 AM | LBA Meeting @ TBD |
| Saturday, June 9 | 7:30 AM | Sunrise Yoga at the Leonardtown Wharf |
| Saturday, June 9 (Rain date: June 23) | 10 AM – 1 PM | Leonardtown Rotary Paddle for Heroes @ Leonardtown Wharf Park |
| Saturday, June 9 | 11 AM – 8 PM | Annual Crab Festival @ the SMC Fairgrounds |
| Tuesday, June 13 | 5:30 – 8:30 PM | Chamber Annual Meeting and Dinner @ LVFD, 22733 Lawrence Avenue |

Community Development and Strategic Planning – Hayden Hammett

Councilmember Hammett reported that there are quite a few new single family residential and renovation permits that have been issued.

ENR Upgrade – Laschelle McKay

Ms. McKay reported that they are still completing a few of the punch list items. We met with the GHD engineers on the expansion which is the next big project. They are finalizing the water usage report and the expansion report and this will be coming forward soon.

SMMA Update – Jay Mattingly

Councilmember Mattingly reported that he, along with Beth Sandberg, the Office Manager, attended the May 9th meeting hosted by the Town of Indian Head. Special recognition was given to the recent accomplishment of acquiring Highway User Revenue funds back to the municipalities along with other legislation. He was once again nominated for District Vice President and accepted for another year. The next meeting will be September 12 at North Beach.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Jay Mattingly reported there has been little activity at this moment but with the start of the new fiscal year July 1st, there will be more activity.

Mayor Burris entertained a motion to adjourn.

Councilmember Hammett moved to adjourn the meeting at 4:35 p.m.;
Councilmember Alt seconded the motion, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Tyler Alt, Councilmember

Hayden T. Hammett, Councilmember

Christy Hollander, Councilmember

J. Maguire Mattingly IV, Councilmember

Mary Maday Slade, Councilmember