



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **July 9, 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; Jada Stuckert, Planning; Guy Leonard, County Times; Taylor DeVille, Enterprise. A complete list of attendees is on file at the Town Hall.

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

Mayor Burris remarked that as most know, Ms. Maria Fleming will be leaving soon and asked her to come to the front. He noted her many accomplishments of coordinating and organizing Town events. He spoke for himself, the Council Members and staff how much they have enjoyed working with her and wished her all the best on finding another challenging position.

Approval of Minutes

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

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

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

Mayor Burris moved on to the next order of business.

Treasurers Report – Rebecca Sothoron

Ms. Sothoron reported that she has provided Council with a draft of the June 30 Income Statement which will be affected by accruals, revenue adjustments and journal entries over the next few months. During the month \$250,000 was transferred to the checking account.

COUNCIL: TYLER ALT HAYDEN T. HAMMETT
CHRISTY HOLLANDER J. MAGUIRE MATTINGLY IV MARY MADAY SLADE

We have received the Audit Engagement letter and this requires Council review and approval. Staff is recommending that we employ Murray, Wamsley and Schrader, once again. The price quoted for this year is \$24,700, last year it was \$23,800 and is a 3.8% increase. They were selected as the winning bidder in 1997 so as you can see they have been doing our audit for over 20 years. They have been the lowest bidders have been several Audit bid processes over these past years with a few other bidders but their bids have always been the lowest. We have been very pleased with their service and continue to recommend them as our Audit service provider.

Councilmember Hammett noted that during his time on Council he has been very impressed with their work as they do an extremely thorough job, along with a detailed explanation.

Councilmember Alt moved to approved the Audit Engagement letter with Murray, Wamsley and Schrader for the audit year end June 30, 2018; seconded by Councilmember Slade, no further discussion, motion passed unanimously.

Mayor Burris moved on to the next order of business.

Planning & Zoning Report – Jada Stuckert

The Planning & Zoning Committee did not meet in June. The next Planning & Zoning meeting will be held on July 16, 2018 with two items on the agenda.

Case No. 91-01B – Moulds Setback Reduction – 22534 Washington Street - Request for a side setback reduction.

Case No. 14-05 – Clarks Rest Subdivision - Request for approval of Phase 3 Plats.

Police Report

Corporal Nelson provided Council with a written report and is unable to attend today's meeting.

Town Administrator's Report – Laschelle McKay

Sustainable Communities Designation Renewal Discussion

The Town received its Sustainable Communities Designation from the State in 2013. Representatives from most State agencies make up the Sustainable committee and this designation is required to apply for most State grants. Our renewal is due in August. We are working on the renewal application for submission at the end of the month. We are supplying copies for any input any of the Council may have. There was a committee that worked on the original application. We will include a couple of representatives from the community in preparing this renewal as well.

We have been working with Energy Select, here in Town, and they have offered to do any environmental site reviews for town residents for free of charge. They also have the contract with SMECO for energy audits. And, if we were able to obtain a grant to pay for an electric car charging station, they would install it at cost.

The State committee, approximately 30 members, will meet here in our office on September 24th. They will do a walking tour of the Town and hold their business meeting here in the Town Hall.

Downtown Plan Update

The Downtown Plan was approved in 1999 and had more of a focus on facade guidelines, which is where the square needed help at that time. The Town made a lot of infrastructure improvements to go along with the plan. At this time, we are looking for more of a plan for shaping the future growth and economic viability of the downtown. The plan will also guide us toward retail recruitment and retention.

Councilmember Slade moved to work with existing consultant Mahan Rykiel to develop a scope of work for updating the Downtown Plan based on the current relationship instead of issuing an RFP provided the scope is approved and the project stays within the budgeted amount of \$33,000; seconded by Councilmember Hollander, no further discussion, motion passed unanimously.

Ms. McKay noted that we received notice that we have been approved for an operating and maintenance grant from MDE for the Waste Water Treatment Plant for \$12,500.

We also have some new signage that has been put at the Leonardtown Wharf and the Port of Leonardtown. This signage has been a work in progress with the Southern Maryland Heritage Area Consortium through a joint grant with five major federal trails that come through Maryland and we are on three or four of them. These signs are more of an overview of what the trails are and more of a wayfinding signage.

There was a great article about the Town and the Port of Leonardtown in an Annapolis paper called the Spin Sheet which was sent around to everyone.

Mayor's Report – Mayor Burris

Mayor Burris reported that the County is looking at four different locations to build an Animal Shelter and Clark's Rest in Leonardtown is one of the locations.

Events – Brandy Blackstone

The unpredictable weather made it necessary to postpone the two concerts that were planned for June. Downtown Tunes featuring Latrice Carr took place on Sunday, July 8th from 6:00 – 9:00 p.m., and The US Navy Band Country Current has been moved to Thursday, August 16th from 6:00 – 7:30 p.m. Both concerts will take place in the Square.

Southern Maryland Film Festival will be held on Friday, July 13th – Saturday, July 14th - Friday evening from 6:00 – 9:00 p.m. at Ryken High School, a filmmaker's reception and special speaker's panel will be held. This portion of the weekend is free and open to the public. Film screenings will take place in numerous venues throughout Leonardtown on Saturday from 11:00 a.m. – 5:00 p.m., and the audience award-winner will be announced at the Olde Town Pub at 6:00 p.m. For more information visit: www.smdff.org.

Sunrise Yoga continues at the Wharf on Saturday July 14th and Saturday, August 11th. The popular, outdoor yoga sessions start at 7:30 a.m.

Saturday, July 21st, Coastal Arts Market continues their season at the Wharf from 9:00 a.m. – 3:00 p.m. Joe Parsons will entertain the crowds during the event.

The Southern Maryland Boat Club's Summer Regatta Weekend begins with a Concert from Lounge Hounds in the Square on Friday, July 27th from 5:00 – 8:00 p.m. The boats will run

at the Wharf in separate heats throughout Saturday, July 28th and Sunday, July 29th between 9:00 a.m. – 4:00 p.m.

Olde Town Pub will be celebrating their 10th Anniversary on Saturday, July 28th with a concert featuring Robbie Boothe from 3:00 – 6:00 p.m. and Amish Outlaws from 6:30 – 9:30 p.m.

Mark your calendars for the 16th Annual Beach Party on the Square. This fun-filled, annual event takes place in Leonardtown Square on Saturday, August 4, 2018 from 4:00 – 9:00 p.m. All event-sponsored activities are FREE and open to the public. This event offers something for all ages from super hero characters, a strolling juggler and balloon artist, dance and Zumba demonstrations to a giant sand pit in the middle of town. Popular activities include the sand volleyball, tug-of-war, the fire truck waterfall, and a variety of moon bounces to include a waterslide and the Wrecking Ball. The now-famous Running of the Balls sponsored by the Rotary Club of Leonardtown will take place at 7:00 p.m., and music will be provided by Funkzilla Band.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Event/Meeting</u>
Friday, July 13 th	8:30 a.m.	LBA Meeting – location TBA
Friday, July 13 th – Saturday, July 14 th	Friday: 6:00 – 9:00 p.m. Saturday: 11:00 a.m. – 5:00 p.m.	Southern Maryland Film Festival
Saturday, July 14 th	7:30 a.m. – 8:30 a.m.	Sunrise Yoga @ the Wharf
Saturday, July 21 st	9:00 a.m. – 3:00 p.m.	Coastal Arts Market featuring a performance by Joe Parsons
Wednesday, July 25 th	5:00 p.m.	St. Mary’s Chamber of Commerce Business After Hours @ Hickory Hills East Clubhouse, 22501 Iverson Dr. Great Mills, MD. 20634
Friday, July 27 th	5:00 p.m. – 8:00 p.m.	Regatta Concert
Saturday, July 28 th	3:00 p.m. - 9:30 p.m.	Olde Town Pub 10 th Anniversary Celebration & Fireworks
Saturday, July 28 th – Sunday, July 29 th	9:00 a.m. – 4:00 p.m.	SMBC Summer Boat Regatta @ the Wharf
Sunday, July 29 th	3:30 p.m. – 6:30 p.m.	Downtown Tunes with Wesley Spangler
Friday, August 3 rd	5:00 p.m. – 8:00 p.m.	First Responders First Fridays
Saturday, August 4 th	4:00 p.m. – 9:00 p.m.	Beach Party on the Square
Friday, August 10 th	8:30 a.m.	LBA Meeting – location TBA
Saturday, August 11 th	7:30 a.m. – 8:30 a.m.	Sunrise Yoga @ the Wharf

Mayor Burris announced that as a member of the Rotary Club, he is selling balls for the Running of the Balls, and if anyone would like to purchase please see him.

Community Development and Strategic Planning – Hayden Hammett

Councilmember Hammett noted that Smokey Joe's is planning to open at the end of July.

ENR Upgrade – Laschelle McKay

Ms. McKay reported a tour for the Council Member and Staff has been set up for July 25 at 3:00 p.m. There was a meeting with MEB and GHD to work through the last outstanding issues for the final change order. They have three weeks to do the final punch list items and then do a walk through. We will then move on to the expansion project.

SMMA Update – Jay Mattingly

Councilmember Mattingly reported that the next SMMA meeting will be hosted by North Beach on September 12th.

Streets and Roads

Councilmember Mattingly noted that the new street lights are up along Fenwick Street (East) and the few new ones in front of Dunkin Donuts, they look great.

Mayor Burris remarked that there will be some changes to reporting as Council Members have expressed their interests. Councilmember Slade would like to focus on businesses, Councilmember Alt on Events and Councilmember Hollander on the ENR Upgrade.

Mayor Burris entertained a motion to adjourn.


Councilmember Mattingly moved to adjourn the regular meeting at 5:20 p.m.; seconded by Councilmember Hammett, motion passed unanimously.

Respectfully Submitted:


Teri P. Dimsey

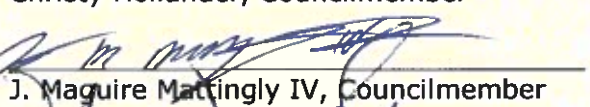
Approved:


Daniel W. Burris, Mayor


Tyler Alt, Councilmember

Hayden T. Hammett, Councilmember

Christy Hollander, Councilmember


J. Maquire Mattingly IV, Councilmember


Mary Maday Slade, Councilmember