



# Commissioners of Leonardtown

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DANIEL W. BURRIS  
Mayor

LASCHELLE E. MCKAY  
Town Administrator

## Commissioners of Leonardtown Town Council Meeting Minutes November 12, 2019

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

**Absent:** Tyler Alt, Council Member

Also, in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Teri Dimsey, Executive Secretary; Jada Stuckert, Planning; Beth Sandberg, Office Manager; Jay Johnson, WWTP Superintendent; Carl Hogan, BBD; Madison Bateman, Enterprise; Guy Leonard, County Times. A complete list of attendees is on file at the Town Hall.

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

Mayor Burris noted that Executive Session, for possible litigation, was added to the agenda to be held at the end of this meeting,

### **Approval of Minutes**

Mayor Burris entertained a motion to approve the minutes.

**Councilmember Mattingly moved to approve the October 21, 2019 minutes as presented; seconded by Councilmember Slade, no further discussion, motion passed unanimously.**

### **Municipal Government Works Month Proclamation**

Councilmember Mattingly read the Proclamation proclaiming November Municipal Government Works Month.

### **Small Business Saturday**

Councilmember Slade read the Proclamation proclaiming Saturday November 30, 2019 as Small Business Saturday to encourage the community to Shop Local.

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

**Treasurers Report – Rebecca Sothoron**

Ms. Sothoron reported that \$300,000 was transferred to the LGIP and we are 33% through the budget year.

Ms. Sothoron reported that Mr. Carl Hogan, Principal with BBD out of Philadelphia, Pennsylvania was in charge of our engagement and supervised all the audit work.

Mr. Hogan introduced himself and provided Council with a synopsis of the audit performed and went over the highlights of the Financial Statements and Independent Auditors' Report, Report on Internal Control and on Compliance and Other Matters along with the required communication letter, along with the Summary of Financial Statements as prepared by Rebecca Sothoron.

Mr. Hogan remarked that his firm does not normally see this type of audit work. The Town is extremely fortunate to have such a high level of financial record keeping. The work Ms. Sothoron and staff does is especially outstanding from an auditing perspective.

Mayor Burris and Council Members all totally agreed.

Mr. Hogan asked if the Mayor or Council had any questions or comments. He said it has been a privilege to do the audit for the Town.

Mayor Burris thanked Mr. Hogan for his detailed description of the audit report and mentioned that copies of the audit report are available at the Town office.

**Planning & Zoning Report – Jada Stuckert**

The last Planning & Zoning meeting was held on September 16, 2019 with one item.

**Case No. 46-19 Olde Town Auto Showroom**

Request for Concept Plan Approval - Approved

There are no items to be heard so the November 18, 2019 meeting has been cancelled.

**Police Report – Deputy Nelson**

Deputy Nelson submitted a written report for Council's review. She mentioned that a food drive was held on Saturday and thanked everyone for dropping off much needed items.

**Town Administrator's Report – Laschelle McKay**

**Tudor Hall Water Tower Repair and Painting**

The cleaning and repainting of designated areas on the interior of the dry chamber of Tudor Hall tower was publicly bid March of 2019. Three bids were received ranging from \$57,000 to \$104,000. The original consultant estimate was \$30,000. We delayed the project to do a deeper investigation. The recommendation from staff and consultant, Doug DeClerck, is to proceed with the project with the low bidder Mediterranean Construction, Inc. in the amount of \$57,000. Mediterranean has agreed to hold their original bid price. This project is weather sensitive.

**Bids Received:**

- Mediterranean Construction \$57,000
- Horizon Brothers \$64,700
- D&M Painting \$104,000

Mr. Jay Johnson, Superintendent, WWTP is in attendance today to answer any questions.

Councilmember Mattingly asked how long will this take.

Mr. Johnson replied approximately three weeks and it will be off-line at that time.

Councilmember Hollander inquired if we have budgeted funds?

Ms. Sothoron responded that this project will require the use of contingency funds but there is a contingency line item in the budget for this project.

Councilmember Mattingly asked if we knew of anyone that has used Mediterranean?

Mr. Johnson stated our consultant Mr. DeClerck has and is very familiar with Mediterranean which is why he gave his recommendation. We are only painting the inside to maintain the tower and will address painting the outside at a later date.

**Councilmember Mattingly moved to award the water storage tank reconditioning for Tudor Hall tower to Mediterranean Construction in the amount of \$57,000.00; seconded by Councilmember Slade, no further discussion, motion passed unanimously.**

#### **Repair to Sludge Drying Beds**

Ms. McKay reported that a project for modifications needed to the sludge drying beds was publicly bid in August 2019 and no bids were received. Staff recommendation is to proceed with the work under the maintenance contract. The original estimate was \$26,000 however under the contract we believe it will be less. These repairs and modifications are needed to store additional sludge for drying. There is currently \$31,000 in the capital budget for repairs to the opposite side of the bed. We will use that funding first and then when we repair the other side, we would use contingency.

**Councilmember Hollander moved to approve moving forward with the sludge drying bed modifications under the AB&H maintenance contract; seconded by Councilmember Slade, no further discussion, motion passed unanimously.**

#### **Mayor's Report – Mayor Burris**

Mayor Burris reported that it was a great Veterans Day Parade and Memorial Ceremony yesterday and with the beautiful weather it brought out a nice crowd to celebrate our Veterans. Thank to all our supporters. There was some good discussion on the new branding which was sent over to the LBA to present to their members.

#### **Events – Mayor Burris**

Councilmember Alt is absent today but Ms. Blackstone prepared the Events report.

#### **Upcoming Events:**

- The 44th Annual Veterans Day Parade and Memorial
- Wreath Laying Ceremony, Monday, November 11th from 10:00 a.m. – 1:00 p.m. in Leonardtown Square
- The Christmas on the Square & Annual Tree Lighting Ceremony, Friday, November 29th 4:30 p.m. – 8:30 p.m. in Leonardtown Square
- Whoville First Friday, Friday, December 1st, 5:00 p.m. – 8:00 p.m. throughout Historic Leonardtown

**Community Development and Planning – Hayden Hammett**

Councilmember Hammett reported that there are a number of new homes being built and new businesses have opened up along with some on-going renovations. Dominos signed to open in the new McIntosh Shops on Point Lookout Road and a potential pharmacy too.

**Utilities – Christy Hollander - No Report**

**SMMA Update – Jay Mattingly**

Councilmember Mattingly said he agrees that it was a great Veteran’s Day Parade and Memorial Ceremony with a great turnout to honor all the Veteran’s who have served. The SMMA Legislative dinner will be held on Wednesday, December 11<sup>th</sup> in Annapolis. He wished everyone a happy and safe Thanksgiving and hopes to see everyone at the Annual Tree Lighting.

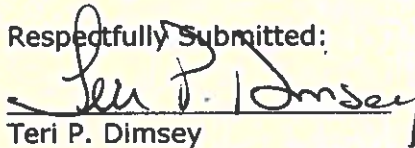
**Business Development/Retention – Mary Maday Slade**

Councilmember Slade complimented the new Action Lounge and Billiard Parlor which is getting rave reviews. The White Rabbit appears to be moving to a new location in California, mainly due to needing a larger space and a higher traffic area which they cannot find in Town.

**Mayor Burris entertained a motion to close the regular meeting and move into Executive Session.**

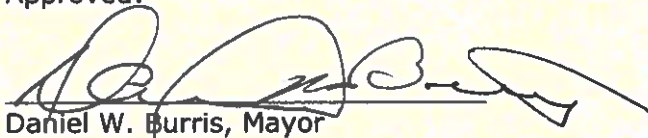
**Councilmember Mattingly moved to close the regular meeting at 4:48 p.m. and move into Executive Session; seconded by Councilmember Hollander, motion passed unanimously.**

Respectfully Submitted:



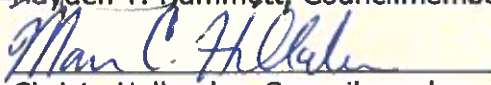
Teri P. Dimsey

Approved:

  
Daniel W. Burris, Mayor

Absent

Tyler Alt, Councilmember

  
Hayden T. Hammett, Councilmember  
Christy Hollander, Councilmember  
J. Maguire Mattingly IV, Councilmember  
Mary Maday Slade, Councilmember