



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Town Council Meeting Minutes June 14, 2021

View meeting on YouTube – Town of Leonardtown Channel

Attendees: Daniel W. Burris, Mayor
J. Maguire Mattingly IV, Vice President
Tyler Alt, Council Member
Nick Colvin, Council Member
Christy Hollander, Council Member
Mary Maday Slade, Council Member

Also, in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jada Stuckert, Planning; Teri Dimsey, Executive Secretary; Beth Sandberg, Office Manager; Will Moorehead, JustTech; Roger Mattingly, Resident; Joe Kurley, The Rex; Ellen Lewis, LBA; Meghan Burris, Resident; A complete list of attendees is on file at the Town Hall. Viewers on Town of Leonardtown YouTube Channel.

Councilmember Colvin provided the invocation and Mayor Burris asked Ms. Dimsey to lead the Pledge of Allegiance, today, on Flag Day.

Mayor Burris remarked that Mr. Eric Golden, Executive Director of Cedar Lane is with us today and welcomed him to Leonardtown.

Mr. Golden remarked that he has joined a wonderful community and is embracing Leonardtown and will work to continue the rapport that the community has with Cedar Lane. He has worked for numerous types of senior care living facilities and is looking forward to working at Cedar Lane.

Mayor Burris stated that his great aunt and grandmother lived at Cedar Lane and his mother-in-law currently resides there too. It is a great facility, thank you for all you do.

Approval of Minutes

Mayor Burris entertained a motion to approve the minutes of May 10, 2021.

Councilmember Mattingly moved to approve the minutes of May 10, 2021 as presented; seconded by Councilmember Slade, no further discussion, motion passed.

Mayor Burris noted that there are two public hearings scheduled today.

One at 4:15 p.m. on Ordinance No. 208 – Adopting the Budget and Setting the Real Property Tax Rate for Fiscal Year 2022.

One at 4:30 p.m. on Ordinance No. 209 – Adopting an update and revision of the Comprehensive Land Use Plan Future Growth Area Section Prior To Annexing.

Treasurers Report – Rebecca Sothoron

Ms. Sothoron reported that no transfers were made to or from the Operating Account. We are 92% through the budget year. We received the third quarterly distribution of income tax. The final two large distributions do not come in until the after the fiscal year is complete. Most of our expense totals are equal or less than 92%, no significant issues but we do have a few budget amendments to bring forward today as there are some revenue sources that will not come up to what was budgeted.

Budget Amendments BJ01-21, BJ02-21 and BJ03-21

Ms. Sothoron provided a summary of each amendment.

BJ01-21 - Modify revenue and appropriations to account for the roof repair completed for Town Hall. This project was originally approved in FY20, but scheduling delays resulted in project being completed in FY21. Appropriate the fund balance that resulted from FY20.

BJ02-21 - Modify revenue and appropriations to account for the Ltown Alley and Branding service contract with Mahan Rykiel that was not completed prior to 6/30/20. Fund balance remaining from FY20 brought forward to FY21. Contract services completed as of 4/30/21.

BJ03-21 - Use contingency and capital reserve set offs to fund emergency repairs to the WWTP digester and clarifier #3.

Councilmember Alt moved to approve Budget Amendments No. BJ01-21, BJ02-21 and BJ03-21; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.

Approve BBD, LLP for FY21 Town Audit

Ms. Sothoron explained that the FY20 audit begins July 1st for \$20,000. This is year three of the contract that was bid for a five-year period. We have not had any issues and staff recommends that we continue working with BBD, LLP for the FY21 Town Audit.

Councilmember Mattingly moved to approve BBD, LLP as the auditor for the Town for FY21; seconded by Councilmember Slade, no further discussion, motion passed unanimously.

Ms. Sothoron noted that even though we have not been told the exact amount of ARP funding, a separate investment account has been established so the money can be tracked. As we go forward there will be regulations about reporting and this will help us track what goes in and what comes out to ensure the transactions are for eligible uses.

Planning & Zoning Report – Laschelle McKay

The May meeting had only one item on the agenda for the Planning and Zoning Commission which was the recommendation for the Comprehensive Plan Amendment which is on today's agenda and Planning and Zoning Commission did send forth a favorable recommendation.

This month's meeting to be held on June 21, 2021, has one item to be heard, which is the Annual Report that is required by the Department of Planning each year.

Councilmember Alt inquired about the Old Town Auto Showroom on Saunders corner and why the project stalled.

Ms. McKay responded that the project was stalled due to Covid and then they decided not to move forward with the project.

Police Report – Kristi Nelson

Corporal Nelson submitted a written report but is available today for any questions.

Councilmember Slade noted that she has received good response to lowering the speed limit to 25 mph on Fenwick St. and would like to see another crosswalk across Fenwick St.

Ms. McKay stated that there are future plans for another crosswalk.

Councilmember Alt noted that there are quite a number of accidents listed and asked if is this the norm or higher or lower than usual?

Corporal Nelson responded that it just depends on a lot of factors and this report does include some very minor infractions so it may appear to be more than actually occurred.

4:15 Public Hearing-Ordinance No. 208 Adopting the Budget and Setting the Real Property Tax Rate for FY2022

Mayor Burris entertained a motion to close the regular meeting and open the public hearing.

Councilmember Slade moved to close the regular meeting and open the public hearing; seconded by Councilmember Alt, motion passed.

Ms. Sothoron stated that the draft budget was distributed at the May meeting. Council held a lengthy workshop on May 18 to discuss the draft budget. Only two changes were made in the CIP Fund which were the Wharf deck repair and the Wharf paver repair was postponed for a year.

Mayor Burris noted that these two projects were originally scheduled for a two-year period and both were changed to a one-year period.

This public hearing was advertised on-line and in print. The Recommended Budget was posted on-line and was also available for pick up and hard copy. We have not received any comments, electronically or in-person or in writing. The Tax Rate is recommended to be .1266 which is the same as the existing tax rate. A constant yield tax rate as calculated by the State Department of Assessments is .1239. A change did happen at the County level and the income rate, effective January 1, 2022, is changing from 3.17 to 3.01, which may have a

slight effect to the projection but we do not expect it to be significant so we did not make a change to the income tax revenue. The water and sewer charges are recommended to stay the same at 0% increase but the trash charges are recommended to increase by 5%. A COLA adjustment of 2% for employees is incorporated and a top of grade stipend for \$1,000 and merit raises are 5% or 2% based on where an employee sits on the pay table.

A general statement about the robust CIP fund is that there are a lot of challenging projects moving forward all at the same time. With a small staff we will try and manage that. The ARP funding amount is not yet known and has not been incorporated into the budget at this time.

Mayor Burris inquired as to the last time the Town increased the property tax rate.

Ms. Sothoron responded that it is likely it has been this way for approximately nine or ten years.

Mayor Burris asked the audience for any comments and also asked if we received any comments on-line?

As there were no comments received, Mayor Burris entertained a motion to close the public hearing and open the regular meeting.

Councilmember Slade moved to close the public meeting and open the regular meeting; seconded by Councilmember Mattingly, motion passed.

Mayor Burris asked if Council had any questions?

Councilmember Mattingly thanked Ms. Sothoron and staff for providing the budget document and appreciation for all the hard work and dedication.

Councilmember Alt moved to approve Ordinance No. 208 - Adopting the Budget and Setting the Real Property Tax Rate for FY22; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.

Town Administrator's Report – Laschelle McKay

Liquor License Letter of Support for Ye Olde Town Cafe, LLC

Ms. Parish, owner, is with us today. She is requesting a liquor license letter of support for a beer and wine license which would include an extension of premise to include the tables on the sidewalk in front of the business.

Ms. Parish remarked that their basic hours will stay the same but they will have some special events in the evening.

Councilmember Mattingly moved to approve the liquor license letter of support for Ye Olde Town Cafe for a Class B Beer and Wine license to include three tables on the sidewalk; seconded by Councilmember Slade, no further discussion, motion passed unanimously.

Liquor License Letter of Support for Everyday Saint Brewhouse

This business is located in the Aiken building and they are requesting a Class 5 Brewery License with the State and a Class D license with the County. They will also have a crowler machine. Mr. Tyler Radez is in attendance today and available to answer any questions. He

is also asking for an extension of premise for outdoor seating in the front of the building which is planned to be fenced in.

Mr. Radez remarked that they are working on the build-out so do not have a firm opening date at this moment.

Councilmember Slade moved to approve the liquor license letter of support for Everyday Saint Brewhouse at 22760 Washington Street for a Class D Tavern license, to include outdoor seating on site, on and off-site sales and a crowler machine; seconded by Councilmember Colvin; no further discussion, motion passed unanimously.

Butterfly Trail

Ms. McKay reported that the Butterfly Trail is ready to be rolled out with flags and banners being hung later this week. A Ribbon Cutting ceremony will be held on July 11 at 1:00 pm. The art work is just magnificent and we are excited to see the excitement of getting folks out and about Town. The Butterfly Trail is a part of coordination of a ReDiscover Leonardtown campaign with Visit St. Mary's featuring a lot of new things that have recently opened.

Façade Grant

The Façade Grant has been very beneficial to the businesses and the deadline next month for the next fiscal year Façade Grant is coming up so we are moving forward with a \$50,000 application again. We received a \$50,000 grant two years ago and did disperse all of those funds. The final project was the Old Towne Pub which just wrapped up last week, for a total of fourteen businesses we have helped. Last year we applied for \$50,000 but only were awarded \$25,000 and those projects are underway now.

LTown Alley

This project was awarded a \$250,000 Community Parks and Playground grant and we are waiting to hear news on the \$50,000 Maryland Heritage Area grant. The committee has chosen all three murals and hope to get started on them once the funds are disbursed. We are working on a sponsorship campaign to raise some additional funds as we did not get the \$100,000 grant from the Community Legacy.

4:30 Public Hearing-Ordinance No. 209 - Update of Comprehensive Plan-Future Growth Area Section

Mayor Burris entertained a motion to close the regular meeting and open the public hearing.

Councilmember Slade moved to close the regular meeting and open the public hearing for Ordinance No. 209; seconded by Councilmember Alt, motion passed.

Ms. McKay reported that this Ordinance is to update the Comprehensive Plan for the Future Growth Area section. We have received requests to annex a piece of property off of Newtowne Neck Road behind Leonardtown Centre and Shops at Breton Bay. The owner is not moving forward at this time for an outdoor trail system as they working on some different issues that need to be resolved first. We decided to continue with the process in preparation and a public hearing was held with the Planning Commission sending forth a favorable recommendation. It also went through St. Mary's County, Maryland Department of Planning as we continued to update the plan so if the project does move forward in the

future this step will already be completed. We did receive questions from the Department of Planning regarding the use and were able to answer all their questions.

Ms. McKay reported that the Ordinance was introduced last month and the public hearing was advertised in the County Times and on the Town website. The packet includes the two letters received from MDP and wording from subsequent revisions. The Planning Commission sent a favorable recommendation following a public hearing at their May 17, 2021 meeting.

Mayor Burris asked for any comments or questions from the audience, hearing none, he entertained a motion to close the public hearing and open the regular meeting.

Councilmember Slade moved to close the public hearing and open the regular meeting; Councilmember Alt seconded, no further discussion, motion passed unanimously.

Councilmember Colvin moved to approve Ordinance No. 209 - Update of Comprehensive Plan-Future Growth Area to add 95.79 acres on Newtowne Neck Road as potential future annexation; seconded by Councilmember Slade, no further discussion, motion passed unanimously.

Mayor's Report – Mayor Burris

Mayor Burris reported that today is Flag Day and Councilmembers Hollander and Mattingly will be attending the SMC Flag Day ceremony with Councilmember Mattingly presenting the Proclamation.

Ms. McKay met with S.E. Davis to discuss starting Phase 2 of the slips and stated that they are wrapping up a project for the Town of Indian Head and will begin moving equipment down to the Wharf to begin Phase 2. We had them look at the elevated boardwalk that we want to redo for pricing. They will also price out updating the deteriorating kayak launch which is over 13 years old. Many people and groups have reached out to the Town to ask for a better kayak launch and they provided many suggestions and ideas. We may need to modify our permit if we attach the kayak launch to the slips but if we replace, in-kind, like we have now we would not need a permit. We will contact DNR to see if there are any grants available to assist with replacement.

Mayor Burris met with Leonardtown Elementary doing a walk-about and talk about the history of Leonardtown and he provided them with a copy of the Most Convenient Place book to learn more about the Town's history.

Mayor Burris attended the ribbon cutting ceremony for the upgraded Detention Center and they are very happy to have air conditioning throughout the facility.

Lastly, the Taste of St. Mary's will be held on September 11th and we are happy to have this annual event back and open to all.

Events – Tyler Alt

Leonardtown Wharf and Port of Leonardtown Winery Park have been seeing regular increase in use this season for weddings and private events and for the return of popular regular series like the Coastal Arts Market, Sunrise Yoga at the Wharf, and Zumba & Tai Chi Fitness.

The Town announced the cancellation of the annual Beach Party on the Square but are looking forward to a big comeback in 2022.

Plans for the Leonardtown Summer Music Festival are underway. The Town, Visit St. Mary's and the St. Mary's Museum Division have partnered again to present the Potomac Jazz & Seafood Festival Weekend Celebration in St. Clements and Leonardtown. The festivities kick-off on Friday, July 9th at 5 PM with jazz-era event in historic Leonardtown on Fenwick Street! Come dressed in attire from your favorite jazz era from the 20's, 30's, 40's or 50's and enjoy live music, an antique car show and jazz related activities offered by the Fenwick Street Businesses. The Fenwick Inn will host the main area of live music and swing dance lessons from 6:00 PM – 9:00 PM. The weekend ends on a high note with jazz-themed activities all Sunday long throughout Leonardtown, including jazz brunches, live jazz music around town and at the Winery and new this year jazz cruises setting sail from Leonardtown Wharf.

Community Development and Planning – Nick Colvin

Councilmember Colvin stated that there have been a lot of permits and U&Os issued. We are excited that the renovated hotel, the Inn at Leonardtown opened up on June 1st and many other projects are moving right along.

Utilities – Christy Hollander

Councilmember Hollander reported that she was unable to attend the meeting this week on the treatment plant upgrade but, happy to report that the upgrade is beginning to move forward. She wished everyone a happy Father's Day.

SMMA Update – Jay Mattingly

Councilmember Mattingly reported the next SMMA meeting will be held in September and he will be attending the MML Summer Conference in June in Ocean City, along with Mayor Burris and Ms. McKay. He will be attending Flag Day Ceremony at 6:00 p.m.

Business Development – Mary Maday Slade

Councilmember Slade reported that she and her dog Blanche have enjoyed walking around Town and seeing all the restaurants busy with customers and have enjoyed meeting lots of folks walking around Town.

She enjoyed joining a group of 11-year-old boys for quite an interesting adventure at the Southern Maryland Escape Room and had a fantastic time!

Ms. McKay remarked that the Mahan Rykiel consultants were in town to attend an economic development roundtable event that included many local businesses, defense contractors and representatives from PAX River Air Base and they expressly noted that they heard from each of the roundtables they sat in on that Leonardtown is the place to be. She was able to give them a quick tour of what was planned for LTown Alley and the new Butterfly Trail and they were quite impressed and excited to see the plans come together.

Councilmember Mattingly moved to adjourn the meeting at 4:48 p.m.; seconded by Councilmember Alt, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Tyler Alt, Councilmember

Nick Colvin, Councilmember

Christy Hollander, Councilmember

J. Maguire Mattingly IV, Councilmember

Mary Maday Slade, Councilmember

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