



Commissioners of Leonardtown

22670 Washington Street
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

Town Council Meeting Minutes September 12, 2022

**Live streamed video of the meeting can be found on
YouTube – Town of Leonardtown Channel**

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

Also, in attendance were: Laschelle McKay, Town Administrator; Angie Graves, Treasurer; Teri Dimsey, Executive Secretary; Mike Bailey, Planning Coordinator; Beth Sandberg, Procurement; Rodney Gertz, QBH; Roger Mattingly, Resident; Joe Kurley, The Rex; Sean Coogan, Social Coffeehouse; John McDonald, Olde Town Pub; Will Morehead, JustTech; Ernie Bell, Resident; Heather Earhart, Resident; A complete list of attendees is on file at the Town Hall.

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

Mayor Burris announced that we have a special guest in attendance today, Mr. J. Ernest Bell, II and asked him to come forward.

Mr. Bell was presented with a heartfelt tray to thank him for his many years of service as Election Judge.

Approval of Minutes

Mayor Burris entertained a motion to approve the minutes of July 11, 2022, as the August meeting was cancelled there are no minutes.

Councilmember Mattingly moved to approve the minutes of July 11, 2022, as presented; seconded by Councilmember Colvin; no further questions, motion passed unanimously.

Council Vacancy

Mayor Burris announced the resignation of Council Member Alt, who unexpectedly moved out of state due to a new position. We all wish him and his family well in his new employment.

In accordance with the Town Charter, Section 614-Vacancies, Council is required to elect a replacement and it was suggested by Councilmember Hollander that we appoint Heather Earhart, who ran for Council this past May and had received the majority of votes from residents after the three elected members.

Mayor Burris entertained a motion to nominate Heather Earhart to serve on Council.

Councilmember Hollander moved to appoint Ms. Earhart to the vacancy on the Town Council, created by the resignation of Councilmember Alt to complete his elected term through May 2026; seconded by Councilmember Mattingly.

Discussion:

Councilmember Slade noted that Ms. Earhart provided references and they all spoke very highly of her and she should be a good addition to the Council and it was important that we did our due diligence before we made the appointment.

Ms. Earhart will be sworn in at the October meeting.

No further discussion, motion passed unanimously.

Treasurers Report – Angie Graves

Ms. Graves reported that the financials are in your packet for review. We are preparing for the audit which will take place next week September 19 through September 23. We also received additional FEMA money, to reimburse flood expenses, at a higher percentage.

Budget Amendment BJ01-22 - Appropriate Prior Year Fund Balance for Wharf Decking Project

Ms. Graves reported that this is to move funds from FY22 to FY23 as the project was unable to be completed during FY22 fiscal year which also incurred increased costs due to the current economy supply issues.

Councilmember Hollander moved to approve Budget Amendment BJ01-22 to bring forward FY22 funding of \$49,405.00 for the decking at Leonardtown Wharf capital project completed in FY23; seconded by Councilmember Mattingly, no further discussion, motion passed unanimously.

Ms. McKay stated that the FEMA funds were for the flooding that occurred during Hurricane Isaias in July of 2020 and this report also includes the last of the ARPA Funds.

Planning & Zoning Report – Mike Bailey

Mr. Bailey reported that the Planning and Zoning meeting was held on August 29, 2022 and the Commission recommended Meadows at Town Run II for final site plan and architectural approval to the Town Council for a PUD.

At this time, we do not have any items on the agenda for the September 19th meeting so that meeting will be canceled. The next meeting will be held Monday, October 17, 2022 at 4:00 pm.

Police Report – Mayor Burris

Corporal Roszell is unable to attend today's meeting but did submit a monthly written report for Council's review.

Town Administrators Report – Laschelle McKay

Case No. 100-15A- Meadows at Town Run II - Final Site Plan Approval for Planned Unit Development at Hollywood Road and Dry Docking Lane

Meadows at Town Run II Phase One final site plan, including architectural approvals is on the agenda today. The Planning Commission sent a favorable recommendation for approval at their August 29, 2022 meeting. Phase one includes 12 single-family homes, 38 townhome units, 1-36-unit apartment building, a club house and pool and walking path adjoining Meadows I and Meadows II.

Ms. McKay provided a brief explanation of the history and the reasonings of impact fees.

Mr. Rodney Gertz is in attendance today to walk through the site plans/architecturals and description of the homes, the club house and the walking trail that connects to Meadows of Town Run I.

Mr. Gertz touched on the trail lighting with more description but stated that they are still working with the Department of Natural Resources to firm up the appropriate lighting to accommodate nature and the natural environment with the community's needs.

Ms. McKay stated that many may not be aware but, over the last twenty years, Quality Built Homes has donated large sums of funds to benefit the Town. They provided the land and the new roadway so that we can get in to build a new water tower. Previously, they donated half a million dollars to assist in finishing the Wharf for the community. We have been very fortunate with our major developers, Quality Built and Marrick Homes, to partner with the Town. With each new development, a water and sewer study are done, it is funded by the developer and GHD does the study, they create a model to see how the development effects the rest of the Town. Using their own funds, QBH will be making some enhancements/improvements to the pump station at Meadows at Town Run I and to the Leonard's Grant pump station because it affects those neighborhoods within their development.

Mr. Gertz addressed the construction at the entrance which is to begin ahead of the home building to ensure there are roadways available for construction equipment to enter and exit without obstructing Hollywood Road.

Mr. Gertz stressed how important it is to him and Quality Built Homes to work with the Town to provide quality-built homes and now apartments, working along with the Town, to build-out the necessary resources that the entire community can enjoy and to do so in a way that brings long-term satisfaction for both the builder and the Town.

Councilmember Mattingly moved to approve Meadows at Town Run II, Phase One final site plan and architectural renderings. Phase one includes 12 single-family homes, 38 townhome units and 1- 36-unit apartment building and a pool and clubhouse. The entire plan includes 12 single-family homes, 147 townhome units and 4 apartment buildings containing 36 apartments each (144 units) and amenities; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.

Award Contract for Wastewater Treatment Plant Expansion

As early as 2015 the Town began working on plans to expand the Town's wastewater treatment plant from a current permit of .68 mgd to 1 mgd. We have exceeded 80% allocation of the existing capacity at the current facility and have a number of projected projects in process. This will be an 18-month to 24-month project. The expansion project for the Leonardtown WWTP was publicly bid and three bids were received. The bid opening on August 5, 2022 yielded 3 bids ranging from \$15,221,000 to \$17,896,100. Staff and the Town's engineers, GHD, Inc., recommend awarding the contract to the low bidder, Michael F. Ronca and Sons, Inc.

As a reminder, the total project, with the design/engineering, construction management and inspections with the purchase of the land is \$18,079,632 and will yield us about 992 new EDUs, over and above the projects that have already been allocated. We will be using \$5 million of impacts fees that have been collected over the years along with \$3.5 million of ARPA funds and we do not need to finance the remaining funds until the end of next year. We have met with the Community Development Administration to prepare for a financial arrangement when we are ready.

Councilmember Colvin moved to award the contract for the expansion of the Leonardtown wastewater treatment plant to Michael F. Ronca and Sons, Inc. in the amount of \$15,221,000; seconded by Councilmember Slade, no further discussion, motion passed unanimously.

Approve Task Order No. 28 GHD, Inc. for Construction Management and Inspection Service for Wastewater Treatment Plant Expansion

GHD, Inc. has submitted Task Order #28 for the construction management and inspection services for the expansion of the wastewater treatment plant project. This is approximately 9.5% of the contract price and is below the previous project (ENR was 12%).

Councilmember Colvin moved to approve GHD, Inc. Task Order #28 for construction management and inspection services for the expansion of the wastewater treatment plant project in the amount of \$1,450,000; seconded by Councilmember Mattingly, no further discussion, motion passed unanimously.

Introduction of Ordinance No. 211 - Wastewater Impact Fee Increase

Introduction of an ordinance to increase the sewer impact fee from \$13,000 to \$18,000. This fee is a direct cost of expanding the WWTP for growth and therefore would be paid for by new growth and not the existing utility customers.

Introduction of Ordinance No. 212 - Chapter 150-18 Utility Fee Late Charge Increase

This ordinance is being introduced to propose an increase of the late charge currently charged on utility bills. In your packet is an overview of the late utility process before shut off. This involves an incredible amount of staff time and coordination. The \$25 fee has been in place for at least 22 years. We have researched other jurisdictions and the \$25 is entirely too low and gives repeat offenders no reason to pay on time. We are recommending increasing the fee to \$75. There would be a public hearing held next month before finalizing.

Updates

The Trolley summertime service has now ended but will run for First Fridays in October and some of the concerts and events. Providing Trolley rides went extremely well with an average of 200 to 400 during the weekends. The drivers monitored each Friday, Saturday and Sunday separately so that we can look at this to apply towards the FY24 budget and how we want to approach using the Trolley next year. We are still waiting to hear if we received the grant that will reimburse us for this cost plus a bit of extra. Quite a few businesses partnered with us and paid to put their logos on the Trolley and that also helped to pay for the Trolley stop signs which will need to be replaced as unfortunately they were continuously breaking. We are looking at and working with Barefoot Graphic for other suggestions.

We hired an Assistant Town Administrator. This position was put into the budget last May. ALisa Casas, presently the PIO of St. Mary's County Government, will be joining us in November and will be glued to my side for the next couple of years to become knowledgeable about the workings of the Town.

We received some very lovely handmade thank you cards from Father Andrew White students thanking us for the façade grant funds for some landscaping in front of the school.

SHA provided us with an update and they had another three weeks of day work and then they should start paving but have not yet decided if that will be night or day work. They are anticipating a fall completion on the Route 5 break out project.

Mayor's Report – Mayor Burris

Mayor Burris reported that he too spoke with SHA. It will be four weeks before they take out the old gutter and begin putting in 2000 feet of new gutter and sidewalks. They hope to be done by the first of November or thereabouts.

LBA Report – Joe Kurley

Mr. Kurley mentioned that the last LBA meeting was very well attended. The marketing committee will be focusing on meeting specifically to set a yearly calendar of events. We are working through the growing pains of Leonardtown becoming the epicenter of St. Mary's with all the events and concerts all over Town, down at the Wharf, the square, the POL Winery and various businesses. We determined that our main focus should be to work with the retailers to help them organize, like the restaurants have collectively, help build on their strengths, keeping connected, communicate and work towards goals as a team.

Events – Ms. McKay

The Leonardtown Summer Music Festival was very popular.

On the Water's Edge Concert featuring the Flippin Eyelids and Doc Lohn was held at the Leonardtown Wharf, sponsored by Jimmy Hayden of RE-MAX 100 and Homes for Heroes. In addition to the great, high-energy music, the concert, that took place at the Wharf on Saturday, August 20th, featured a Back-to-School Drive and Teacher Appreciation event where donations were collected for area schools and over \$400 in gifts and prizes were given away by gift drawing to local St. Mary's County teachers and support staff. A special thank you to our amazing donors who gave so generously in support of our teachers and school staff: Root, SUP & Fitness, Wharfside Wellness Massage Therapy, Jimmy Hayden of RE-MAX 100 & Homes for Heroes, New

View Fiberworks, David's Florals, Reflexology by Ruth at SOF Market, SPICE Studio, Crazy for Ewe and Fenwick Street Used Books for their kind donations.

On Saturday, August 27th the music festival presented Josh Airhart and the Foundation in concert at the Port of Leonardtown Winery.

The third concert was the finale to the On the Water's Edge Series at the Leonardtown Wharf featuring Robbie Boothe, John Zimmerman and Billy Breslin, once again sponsored by Jimmy Hayden of RE-MAX 100 and Homes for Heroes. This exciting event was a Labor Day Bash filled with amazing music, seaplane rides provided by Southern Maryland Seaplanes, and the announcement of the winners from the 1st Annual Sidewalk Art Contest that was held earlier in the day at the Wharf.

September 2022 marks the 9th Anniversary of Leonardtown receiving its designation as an Arts & Entertainment District. We hold the honor of being the only A&E District in Southern Maryland. The Town will mark the anniversary with a series of exciting events and happenings throughout the Town for the entire month of September during what's being called "Leonardtown A&E Month". You'll find a variety of thrilling events including concerts, art shows, sidewalk art and plein air events and much more all September long! A&E Month kicked off with A&E First Friday Weekend.

On Friday, A&E First Friday started with Art Walk 2022 where attendees enjoyed viewing the work of local artists and voting for their pieces, a concert in Leonardtown Square featuring the Higher Standards Jazz Trio, and the Alice in Leonardtown Mural Ribbon Cutting Ceremony and Movie Festival in LTown Alley. Attendees of the Alice in Leonardtown event enjoyed balloon art provided by Smileigh Faces, crafts with artists Tom Rogers and Jamie Naluai; and themed activities like Golfing with Pink Flamingoes courtesy of Above Par Golf, games with the White Rabbit character, photos with Leonardtown's Alice courtesy of Ron Bailey Photo Productions, and décor by a Ladies Work is Never Done and FanciPants Luxury Picnics. A family-friendly movie was screened on the stunning mural (created by talented artists Tom Rogers and Dan Ropp), which doubles as a movie screen. In addition to these wonderful activities, attendees enjoyed food from the Linda's Café on the Go Food Truck, snacks (popcorn, snow cones and drinks) from PrimeTime Rentals and ice cream from The Salted Scoop.

Leonardtown Wharf served as the stunning location for Saturday's A&E First Friday festivities. The day got started with the 1st Annual Sidewalk Art Contest. Over 80 artists participated in the exciting event for a chance to win \$1,000 in cash prizes and gifts. The contest drew artists of all ages, skill level and art styles who competed in one of four categories: Youth, Dabbler, Family and Pro. Three winners were chosen in each category to receive the fabulous prizes that were donated by the generous businesses noted below. From those winners, the Grand Prize Awardees were chosen to win the cash prizes: \$200 for 1st Place; \$100 for 2nd Place; and \$50 for 3rd Place. The winners were announced during the Robbie Boothe concert later that evening at the Wharf. Thank you to all the participants for your amazing artwork, the Chaptico Food Market Food Truck for providing food for the event, our wonderful volunteers who helped make the event possible, our awesome judges: Artist, Tom Rogers; Sarah Houde of North End Gallery; Misti Dayton, owner of New View Fiberworks; Pam Callen of the St. Mary's County Arts Council and long-time volunteer, Kim Fletcher, and our fabulous donors: Frog Town, St. Mary's County Arts Council, The Yellow Line Studio Antoinette's Garden, The Port of Leonardtown Winery, Fenwick Street Used Books, eliv8 Cycling Studio, North End Gallery, Board & Brush, Olde Town Pub, and Artist Susan Carney. Congratulations to our Winners!

A&E Month continues with the following special events:

- Salsa on the Vine, Port of Leonardtown Winery on Thursday, September 15th starting at 6 pm.
- Plein Air at the Wharf, Leonardtown Wharf - Friday, September 16th from 4:30 pm – 7:30 pm
- Coastal Arts Market, Leonardtown Wharf on Saturday, September 17th from 9 am – 3 pm.
- The Leonardtown Summer Music Festival Presents: Justin Myles, Greg Barrick, Wes Ryce and David Hammner in the Leonardtown Throwdown at the Port of Leonardtown Winery on Saturday, September 17th from 2 p.m. – 5 p.m.
- The Leonardtown Summer Music Festival Presents: Bootleggers at the Fenwick Inn on Sunday, September 18th from 4 p.m. – 6 p.m.
- Vegan Tasting at the Fenwick Inn hosted by Southern Maryland Vegan Events on Sunday, September 25th from 12 p.m. – 2 p.m.
- Leonardtown Fall Crawl, First Friday, October 7th
- Saturday, October 8th is OctoberFest at Brudergarten
- Tractor Parade, October 8th at 11:00 a.m.
- October 14th – Reagan Years, 80s Tribute Band playing in the Square

Community Development and Planning – Nick Colvin

Councilmember Colvin thanked Mr. Bailey for providing the status reports on permits, U&Os and other planning projects. The LTown Alley project is moving forward and looking great, he had a personal tour given by Mr. Wheatley and it looks amazing. He attended the Taste of St. Mary's event; it was a large crowd and he had a great time.

Utilities – Christy Hollander

Councilmember Hollander reported that Route 5 is going well, still a bit slow but seems to be coming together and looks forward to its completion this fall. Also, attended the concert at the Wharf and rode the Trolley into Town and it was great to park at the Winery and come into Town. Look forward to having this continue next year. Thank you to all the staff and businesses for coming together for the events and concerts.

SMMA Update – Jay Mattingly

Councilmember Mattingly reported that he attended the St. Mary's Chamber of Commerce Taste of St. Mary's on the square. It was great weather and a great crowd. He will be attending the MML Fall Conference, October 9 to 11, in Annapolis. There is also a special reception for long serving MML Executive Director, Scott Hancock, who is retiring. Congratulations to Teresa Kuhns, just hired as the new Executive Director and we wish her great success at MML. Welcome to ALisa Casas who will be a great team member to the Town staff. And a welcome to Heather Earhart as she joins as a Council Member in October. Lastly, thank you to Tyler Alt for his service to the Town as Council Member.

Business Development – Mary Maday Slade

Councilmember Slade echoed what everyone said about the Wharf concerts, they were a huge success and please let us do the sidewalk chalk contest again, it was fantastic to see the sidewalk art for a long period after it ended during walks.

She inquired as to the crosswalk status along Fenwick for the kids catching the bus?

Ms. McKay stated that there is additional curb work that needs to be constructed to be handicap accessible and striping afterwards.

Councilmember Slade continued with warnings to the small businesses regarding the IRS catching up on paperwork, that has been long delayed due to the pandemic, and make sure it is legitimate and not a scam.

Mayor Burris interjected that everyone should be aware of check fraud which is happening all around the Southern Maryland area and they have been told by the postal service to discontinue using window envelopes to mail your payment as thieves know it contains a check.

Mayor Burris entertained a motion to adjourn.

Councilmember Mattingly moved to adjourn the meeting at 5:18 p.m.; seconded by Councilmember Slade, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Nick Colvin, Councilmember

Christy Hollander, Councilmember

J. Maguire Mattingly IV, Councilmember

Mary Maday Slade, Councilmember