



# 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 November 14, 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  
Heather M. Earhart  
Christy Hollander, Council Member  
Mary Maday Slade, Council Member

Also, in attendance were: Laschelle McKay, Town Administrator; Angie Graves, Treasurer; Mike Bailey, Planning Coordinator; ALisa Casas, Asst Administrator; Joe Densford, Attorney, John Deatrick, Resident; Gretchen Hardman, Governor's Office; Will Morehead, JustTech; A complete list of attendees is on file at the Town Hall.

Mayor Burris asked Councilmember Colvin to give the invocation and Mayor Burris led the Pledge of Allegiance.

### **Approval of Minutes**

Mayor Burris entertained a motion to approve the minutes of October 11, 2022.

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

### **Treasurers Report – Angie Graves**

Ms. Graves reported that several balances in the financial reports will be adjusted when all the audit figures are finalized.

### **Planning & Zoning Report – Mike Bailey**

Mr. Bailey reported that no meeting was held last month. There are two items on the agenda to be heard at the November 21, 2022 meeting:

**Case No. 46-22** - Lots 1 & 2, Tudor Hall Estates, Section 1 – Plat 4@3 – Breton Bay Drive - Boundary Line Adjustment Plat – Consolidate recorded Lots 1 & 2 into one buildable lot.

**Case No. 86-03 H** – Town Market – 22675 Washington Street (Old Bell Motor Co. Building Southern Parking Lot Area – Request Site Plan Approval for a Market Area utilizing 8' x 20' modernized containers (twenty-two (22) units).

---

**COUNCIL:** NICK COLVIN      HEATHER M. EARHART  
CHRISTY HOLLANDER      J. MAGUIRE MATTINGLY IV      MARY MADAY SLADE

**Police Report – Mayor Burris**

Mayor Burris thanked Cpl. Roszell for providing a written report.

**Town Administrators Report – Laschelle McKay**

**Perpetual Easement from Deatrck Property, Lot 5, Leonardtown Landing for future boardwalk connection.**

Ms. McKay stated that Mr. John Deatrck and Mr. Joe Densford are in attendance today to answer any questions.

The Town obtained the riparian rights for the Leonardtown Landing Subdivision from the original developer, RAR Associates, in 2010 with the exception of Lot 5. Mr. Deatrck came to the town following the Leonardtown Waterfront Plan presentation in March of 2022 and wanted to ensure that the connection for the Breton Bay Greenway Network is able to be constructed as proposed. He has offered this last piece of easement that will be needed to ensure that the Town can connect the Wharf boardwalk to the future Breton Bay Greenway Network at no expense to the Town.

**Councilmember Slade moved to accept the temporary and perpetual easements for the extension of the boardwalk at the Wharf across Lot 5 of the Leonardtown Landing Subdivision. The easement is granted by John F. Deatrck; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.**

Ms. McKay reported that the Town participated in Operation Greenlight, a program that Governor Hogan encouraged Counties and Towns to do throughout the state. Operation Greenlight is to raise awareness to the unique challenges that our Veterans face. We added green lights to the front of the Town Hall and lit up the building all last week in support of Operation Greenlight. This year was the first and we believe this may become an annual event. Thank you to Ms. Gretchen Hardman of the Governor’s Office for sharing this program with us and to Mr. Mike Bailey for installing the lights.

**Municipal Government Works Month**

Ms. McKay stated that the Town has a Proclamation that Councilmember Jay Mattingly will present expressing the Town’s participation in helping to educate our residents and businesses about the workings of local government. This is also one of the items required to become a member of MML Banner City which the Town has participated in since its inception and are very proud to have accomplished each year.

**Mayor Burris moved on to the next order of business.**

**4:15 Public Hearing-Ordinance No. 213 Code of Ethics Ordinance Revisions**

Ms. McKay provided a brief summary.

This Ordinance was introduced at the October 11th Town council meeting. The public hearing was advertised in the County Times on November 3, 2022, and on the Town website. We did not receive any comments. Following today’s public hearing the Council may take action on this ordinance. These are revisions required by the State of Maryland.

**Mayor Burris entertained a motion to close the regular meeting and open the public hearing on Ordinance No. 213 Code of Ethics Ordinance Revisions.**

**Councilmember Mattingly moved to close the regular meeting and open the public hearing; seconded by Councilmember Colvin; motion passed.**

Mayor Burris asked for any comments from the public.

**There being none, he entertained a motion to close the public hearing and open the regular meeting.**

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

**Councilmember Colvin moved to approve Ordinance No. 213 - Ethics Code of the Town of Leonardtown revisions; seconded by Councilmember Slade, no further discussion, motion passed unanimously.**

#### **Renewal of Snow Removal Contract with Bay Country Contracting**

Bay Country Contractors was awarded the snow removal contract for the town in 2018 for a two-year term with 2 two-year extensions. This is the final extension on the contract. Bay Country is requesting a 12% increase for labor and equipment due to the dramatic increases in labor and fuel costs.

**Councilmember Slade moved to extend the snow removal contract for the final two-year option to Bay Country Contractors with a 12% increase to off-set the fuel and labor cost increase realized over several years; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.**

#### **Award the Town Water and Sewer Maintenance Contract**

The Water and Sewer/Public Works contract was last bid in 2020 and Bay Country Contractors were awarded the bid in November 2020, taking over the contract from AB&H after a number of years. Over the last year, Holcomb's Landscaping, LLC has been subcontracting for Bay Country Contractors to perform the work for the Town. Bay Country decided not to bid on the contract this year when it came time to rebid it. We would like to take this opportunity to thank Daniel Good and his team for their work and cooperation since 2020. In September 2022, the Water and Sewer/Public Works contract was advertised and two bids were received on October 27, 2022. AB&H and Holcomb's Landscaping submitted bids. The bid price comparison is attached. There are items that AB&H is lower on and there are items that Holcomb is lower on. We performed an exercise to compare pricing and took the last 6 months of bills under this contract and applied pricing from both bidders. The difference was only \$1,297, with AB&H being the lowest in that scenario. Both bidders have done work for the Town and have good references.

**Councilmember Earhart moved to award the Town Water, Sewer, Maintenance and Public Works contract to Holcomb's Landscaping, LLC for a two-year term with two 2-year extensions available, based on the effectively equal pricing in the bids and the fact that both are qualified based on the research done. The deciding factor has come down to retaining continuity of service; and it is in the best interest of the Town to award the contract to Holcomb's Landscaping; motion seconded by Councilmember Colvin, no further discussion, motion passed unanimously.**

#### **Updates – Laschelle McKay**

Ms. McKay reported that we have received a fourth façade grant from the Community Legacy Program and in the spring, we will be receiving another \$50,000. We are about half-way through the third façade grant payouts.

The Town has a lot of upcoming plans to be updated in the next year, therefore we will be forming committees. We have placed an article in the upcoming Beacon seeking people who would like to sit on those committees. The Arts & Entertainment re-designation is due next year, we will be

submitting the Main Street Application, we also have the Sustainable Communities Designation and lastly, our Comprehensive Plan is due for an update in 2024. We have a lot of projects and plans upcoming in the future and fortunately, we have hired an Assistant Town Administrator, ALisa Casas, who will also be the Main Street Coordinator. We are happy to have her aboard.

We also received word that we were approved for a grant to pay for the consultants that the Town is working with to coordinate the next phase of the Waterfront Master Plan. We submitted for \$50,000 but do not yet know the amount we will be receiving but should know sometime later this week. We met the consultants, who were in town working on the Aeropark project, they were able to take time to visit Leonardtown and checkout all the new improvements. They are excited to begin work on the next phase of the Waterfront Plan.

Ms. McKay stated that we have applied for a grant for two archways, one at Fenwick Street (East), just below Fenwick Inn and one at the intersection of Washington Street and Courthouse Drive. Two artists responded to the RFP. Mr. Gibson, who is a local metal fabricator, was the winning bidder with his designs incorporating local bricks to match the Court House. We provided some additional modifications per the Arts Council recommendations and hope to have them constructed and in place by the end of June 2023.

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

Mayor Burris remarked that there is no LBA representative in attendance today. LBA canceled their Friday meeting due to Veterans Day. The Veterans Day Parade was disappointingly cancelled due to inclement weather but, the Memorial Ceremony was held indoors and was a very moving event. Wishing everyone a Happy Thanksgiving.

#### **Events – Heather Earhart**

Lots of events were held over the last few months. The Reagan Years performed in the square with great attendance as the summer finale. The Leonardtown Halloween Movie Festival, held at the Port of Leonardtown Public Park, was a great success. Everyone especially loved the scarecrow stroll and can't wait to see new additions next year! Very much appreciate all the businesses that participated.

A Ribbon Cutting was held for the Duke Alley Mural and we had exceptionally beautiful weather. It was so great to see all the artists in attendance who created the mural. The Veterans Day ceremony was very moving with the fifth graders reading their essays and the bagpiper playing.

Coming up we have our holiday celebrations. The Town Market is now open every Saturday and Sunday through November and December. We have Christmas on the Square on November 25<sup>th</sup> from 4:30 pm to 8:30 p.m. followed with Small Business Saturday on November 26<sup>th</sup>. We are looking forward to Small Business Saturday. All the shops have special offerings so please stop by and check them all out. The Trolley will run special hours for both events.

Ms. McKay mentioned that Ms. Jen Stotler with the LBA, really did quite a bit of work coordinating the scarecrow stroll and we really appreciate all her efforts.

#### **Community Development and Planning – Nick Colvin**

Councilmember Colvin reported that the Route 5 project continues and appears to be progressing well enough to finish up soon. The Meadows at Town Run Phase 2 has completed some road improvements on Hollywood Road so they can begin more in-depth construction. Attended the Duke Alley Mural Ribbon Cutting which was fantastic to see in place on the alleyway walls and was very well attended. Happy Thanksgiving to everyone.

**Utilities** – Christy Hollander

Councilmember Hollander inquired of Ms. McKay if the Notice to Proceed (NTP) was issued to the contractor for the WWTP expansion?

Ms. McKay responded yes, and they have begun ordering the necessary supplies and are working on coordinating a pre-construction meeting.

**SMMA Update** – Jay Mattingly

Councilmember Mattingly reported that he had a great meeting with the new MML CEO, Theresa Kuhns. The MML retreat is scheduled to be held December 1-2 in Baltimore. A huge disappointment that the Veterans Day Parade had to be cancelled due to weather but, the Town held a nice ceremony indoors honoring all the Veterans. Happy Thanksgiving to everyone.

**Business Development** – Mary Maday Slade

Councilmember Slade reported that she missed the Duke Alley Ribbon Cutting but, she received a personal tour from one of the artists, Jeanne Hammett. She suggests that it would be nice to provide a guide to the mural to explain all the interesting elements.

Ms. McKay noted that that is in the works along with a bronze plaque that will be mounted and show the established date, the artists and how it was funded. We also want to add a QRCode to take folks to the website for more explanation of all the hidden items and features of each of the murals.

Great shopping experience with a group at Sneades/Ace so not all shopping is downtown, please venture uptown Leonardtown for some interesting finds.

Leonardtown High School is performing Macbeth the first weekend in December.

For businesses, please note that the ERC, Employee Retention Credit, is one of the last Covid credits for small businesses but, please be aware of any third-party solicitors as they are not always ethical.

Ms. McKay announced the winners of the Scarecrow Scroll:

**Scarecrow Winners – over 2,000 voted**

- 1st Place      NFP Personal & Commercial Insurance
- 2nd Place      S-Kape Salon & Spa
- 3rd Place      Three Mules Welding Supply

- |                                                             |                     |
|-------------------------------------------------------------|---------------------|
| <i><b>Scarecrow that Best Represents their Business</b></i> | Earthwise Pet       |
| <i><b>Scariest</b></i>                                      | Gibson Steel        |
| <i><b>Most Original</b></i>                                 | Marie & Nash        |
| <i><b>Funniest</b></i>                                      | Three Mules Welding |

Mayor Burris asked Ms. Gretchen Hardman, Intergovernmental Affairs, Office of the Governor, if there was any news from the Governor’s Office?

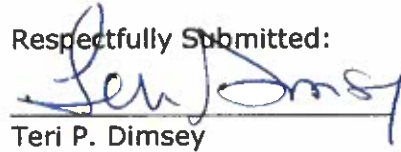
Ms. Hardman remarked that she will be transitioning out in January as the newly elected Governor transitions in but stated that it is has been a real pleasure working with the Town. She hopes she will work with the Town in another capacity in the upcoming years.

Mayor Burris thanked Ms. Hardman for her representation and keeping the Town informed of State affairs.

**Mayor Burris entertained a motion to adjourn.**


**Councilmember Mattingly moved to adjourn the meeting at 4.44 p.m.; seconded by Councilmember Slade, motion passed unanimously.**

Respectfully Submitted:

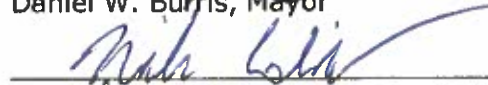


Teri P. Dimsey

Approved:



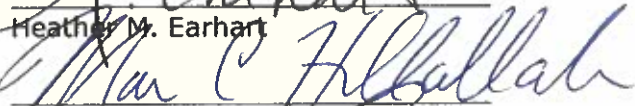
Daniel W. Burris, Mayor



Nick Colvin, Councilmember

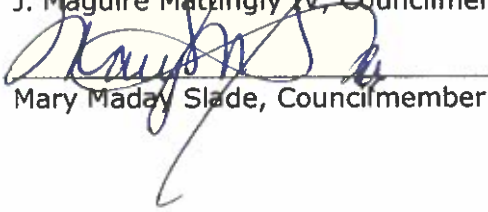


Heather M. Earhart



Christy Hollander, Councilmember

J. Maguire Mattingly IV, Councilmember



Mary Maday Slade, Councilmember