



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. McKAY
Town Administrator

Town Council Meeting Minutes April 8, 2024

**Live streamed video of the meeting can be found on
YouTube – www.youtube.com/c/TownofLeonardtown**

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

Also, in attendance were: Laschelle McKay, Town Administrator; Teri Dimsey, Executive Secretary; Mike Bailey, Planning; Angie Graves, Treasurer; Will Morehead, JustTech; Emily Stagner, Main Street Manager, Aris Nazarova, Events Coordinator; Gene Burroughs, LSR; Amanda Woods, Woods Construction; Gerri L'Heureux. SOF Market; Laura Clarke. A complete list of attendees is on file at the Town Hall.

Mayor Burris stated that there is a Public Hearing today at 4: 15 p.m. on the Issuance and Sale of General Obligation Debt for the Well and Water Tower Project.

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

Approval of Minutes

Mayor Burris entertained a motion to approve the meeting minutes of February 12, 2024

Councilmember Mattingly moved to approve the minutes of February 12, 2024 as presented; seconded by Councilmember Slade; motion passed unanimously.

Treasurers Report - Angie Graves

Ms. Graves reported that there was a transfer of \$45,000 from checking into MLGIP. The budget draft is almost completed, once we have received the health insurance rates, we will finalize the budget draft and narrative for Council's review.

Planning and Zoning Report - Mike Bailey

Mr. Bailey reported that the Planning and Zoning Commission does not have any items to be heard, therefore, the March 18th meeting has been cancelled. The next meeting is scheduled to be held on Monday, April 15th.

Police Report - Mayor Burriss

Cpl. Roszell provided a written report of her activities but was unable to attend today's meeting.

Town Administrator Report - Laschelle McKay

Introduction of Ordinance No. 220- Approving the FY25 Budget and Setting the Real Property Tax Rate - We are introducing this ordinance today and will hold a public hearing at the April 8, 2024 Town Council meeting. There is a Budget Workshop scheduled for March 25, 2024.

Extension of Premise Liquor License Letter of Support Request for Brudergarten Renfest So MD - Mrs. L'Heureux is requesting a liquor license letter of support for Saturday, May 25, 2024 from 10 a.m. to 8 p.m. to host a RenFest Southern Maryland event. She would like to extend the premises to 2 parking areas per the attached map.

Mrs. L'Heureux announced that for overflow parking, she is requesting permission from Leonardtown Elementary, the LVFD Fire Dept to use their carnival lot, along with CSM and the Town. There will be a number of family/children activities, with a Viking encampment, pony rides, petting zoo, some fighting demonstrations. The Facebook event has gone out and has reached over 19,000 people.

Councilmember Slade moved to send a liquor license letter of support for an extension of premises for Brudergarten RenFest on May 25, 2024 from 10 am to 8 pm; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.

Introduction of Ordinance No. 221- Acquisition of Real Property for a Public Purpose

This ordinance is being introduced today with a public hearing to be held at the April 8, 2024 Council meeting. This ordinance is to approve the acquisition of 1.5544 acres +/- to construct a water tower and drill a production well. QBHI is donating the parcel to the Town as part of the Developer Agreement dated December 17, 2017 for Meadows at Town Run II.

Final Site Plan Architectural and subdivision plat approval for Dogwood Subdivision- Lot 1, Map 32, Parcel 402 - The applicants, Amanda and Quentin Wood, are requesting final site plan, architectural and subdivision plat approval for the 6 single family lots on the balance of Academy Hills PUD. On January 10, 2022 the Town Council gave approval for a change in use previously dedicated to commercial use to 6 single family homes. In February 2023 the applicant asked the Council to revise the plan to include 4 single family and 1duplex instead of the 6 single family as they were having trouble designing to the six lots. Since that time staff has worked with the engineers at LSR to be able to accommodate the six single family homes and the utilities and private roads.

At the February 20th Planning and Zoning meeting a favorable recommendation was received for the final site plan, architectural and subdivision plat. The homes will be similar to the models the Woods have built on Greenbrier Road.

There was discussion regarding the stormwater runoff and how it may impact the Academy Hills neighborhood. The Woods assured them that strict measures would be taken to prevent any run-off as it is a separate system designed just for these homes.

Councilmember Colvin moved to approve the final site plan, architectural and subdivision plat for 6 single family homes in Dogwood Subdivision; seconded by Councilmember Slade, no further discussion, motion passed unanimously.

Task Order No. 29- Water Appropriation Permit and Test/Production Well Design Services

We are moving forward with drilling the production well at Meadows at the same time we are building the water tower. This task order will take us through the Water Appropriation Permit process, design and drilling of the well. This will be a 1.0 mgd Well in the Upper Patapsco Aquifer. This will also cover the bidding documents and process.

Councilmember Slade moved to approve Task Order No. 29 to GHD, Inc for the Water Appropriation permit and test/production well design services in the amount of \$142,500; seconded by Councilmember Earhart, no further discussion, motion passed unanimously.

4:15 Public Hearing- Ordinance No. 219 issuance and Sale of General Obligation Debt for Well and Water Tower Project

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

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

Ms. McKay reported that Ordinance No. 219 was introduced at the February 12, 2024 meeting. The public hearing was advertised in the County Times on February 22, 2024 and on the Town website. No comments have been received to date.

Ms. McKay provided a detailed summary of workings and agreements of the Ordinance No. 219 and the required documentation to be signed and followed by the Mayor, Treasurer and Town Administrator.

Mayor Burris noted that the bond debt service will be made from collected impact fees.

Mayor Burris asked if there were any questions from the audience.

There being none, Mayor Burris 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 Slade, motion passed unanimously.

Ms. McKay stated that now that we have held the public hearing Council can take action on this ordinance.

There being no discussion, Mayor Burris entertained a motion on Ordinance No. 219-issuance and Sale of General Obligation Debt for Well and Water Tower Project.

Councilmember Slade moved to approve Ordinance No.219 issuance and Sale of General Obligation Debt for the well and water tower project in principal amount not to exceed six million dollars; seconded by Councilmember Earhart, no further discussion, motion passed unanimously.

Award Contract for Rebuilding of McIntosh Sewer Lift Station - For several years we have known that we need to replace the McIntosh Sewer Pump Station on Route 5. The station is completely in the ground very deep and has flooded and is a hazard to maintain. In 2022 GHD came back with a proposal that was going to cost over 2.5 million dollars. At the time we asked Joe Bucior to talk with METCOM and see if there were any other recommendations. Joe has been working with engineers at McCrone and AB&H as the contractor and CH Attick Electricians and U Tap which we work with locally on all of our wells and stations. The proposal for this design is \$852,430. We have budgeted in the FY24 budget \$500,000 to come from connection fees. Last week we reconciled the connection fee account and there is \$1,952,441 in the account to cover the additional cost. Staff recommends moving forward with AB&H Excavating and their subs to work with the Superintendent, Joe Bucior, to rebuild the lift station.

Councilmember Hollander inquired if there is enough area there and assumed there was an easement in place.

Ms. McKay responded yes, there is an easement and plenty of available space. Councilmember Slade asked if there was a reason for the difference.

Ms. McKay responded that GHD may have worked in more costs for their particular design but the other company is able to try another type of system installation that is not as costly.

Councilmember Earhart moved to award the contract for the rebuild of McIntosh Sewer pump station to AB&H Excavating in the amount of \$852,430; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.

Award Contract for Asphalt Striping and Street Sign Contract

The contract for striping, signage and sealing for streets and roads is expiring and due to be rebid. The bid notice was advertised February 1, 2024 and a pre-bid meeting was held February 9, 2024. Two bids were received. One bid was disqualified due to being incomplete. Staff recommendation is to award the bid to J&D Traffic Solutions, Inc for a two-year period with three (3) one-year extensions available.

Councilmember Mattingly moved to award the Town line striping, signage and pavement sealing contract to J&D Traffic Solutions for a two-year period with three one-year extensions available; seconded by Councilmember Earhart, no further discussion, motion passed unanimously.

Authorize Mayor Burris to sign MOU with State Highway Administration for Rt. 245

Sidewalk - The design is being finalized and the project is slated to begin mid-2025. The Town is responsible for 20% of the ROW acquisition costs, currently estimated to be \$136,586.72 to the Town.

Councilmember Slade moved to authorize Mayor Burris to sign the MOU with the State Highway Administration for the construction of phase 2 of the sidewalks along Hollywood Road; seconded by Councilmember Earhart, no further discussion, Councilmember Colvin abstained. Motion passed with four members in favor.

Mayor's Report - Mayor Burris

Mayor Burris reported that he attended the Maryland Mayors Association conference which was held in Annapolis. It is hard to believe but there are only two more homes to be built in Clark's Rest and two more in the first section of Meadows of Town Run.

LBA Report

Ms. McKay stated that the State of the Town focused on informing Patuxent River Base contractors and government offices the highlights of how the Town of Leonardtown offers many business/retail services, conveniences, top entertainment and housing comforts as incentives to its workforce. Guest speakers were invited to speak about the various reasons they chose to set up business in Leonardtown and why they encourage others to consider Leonardtown.

Ms. L'Heureux remarked that the State of the Town was very well received and she has seen the State of Town grow into a very informative and very well attended event.

Events - Heather Earhart

Councilmember Earhart reported that she attended the State of the Town. She participated in the Moll Dyer Weekend and a shout out to II Piccolo for the overall winning cocktail and to all the other inventive cocktails. The scavenger hunt was fun and informative. Such a fun weekend. The summer music festival is coming up along with the Renfest 2 on May 25th. The Spring Bar Crawl will be Friday, April 19th. The Town has mini-grants available for those who want to hold arts and entertainment type of events and the deadline to apply is April 12th.

Community Development and Planning - Nick Colvin

Councilmember Colvin noted that we continue to see a good number of U&Os and permits for various projects, thank you to Mr. Bailey for providing this report. He attended the State of the Town breakfast and saw a lot of new faces.

Utilities - Christy Hollander

Councilmember Hollander reported that there are some stormwater inspections going on around Town to keep ahead of any issues.

SMMA Update - Jay Mattingly

Councilmember Mattingly reported that the April MML Board of Directors meeting will be held, in person, in Annapolis. There will be an SMMA meeting sometime in May, hope to learn a date soon. He attended the State of the Town and the key word here is collaboration, the Town staff, LBA, our business partners and residents were in attendance which is a great mix of folks and shows that we are heading in the right direction. Thank everyone for their efforts to make it such a success.

Business Development - Mary Maday Slade

Councilmember Slade reported that the tax code of 2017 has brought a lot of revenue into the state of Maryland and this will expire in 2025 which is beginning to reflect a lot of changes. The Maryland legislature is looking to reduce the sales tax from 6% down to 5% but they will start taxing all services 5% which will affect hair/nail salons, tax offices, anyone that provides a service so it may actually not be a decrease. This probably won't pass this year but will be on the floor for voting next year. Be aware that small businesses are unable to operate like a large business-like Amazon (returning or replacing goods) as it affects their bottom line more severely.

Leonardtown Main Street

Ms. Stagner reported that Leonardtown Main Street Advisory Council is moving forward, along with Mr. Bailey and Mrs. Bailey, on Project Restore 2.0 which is through the DHCD (Dept of Housing and Community Development). Both Mr. Coogan (Social Coffeehouse) and Mrs. L'Heureux (Shepherds Old Field Market) were awarded funds from the previous program. The program has been re- vamped and is quite different than the previous program with funds of \$30,000 to \$300,000 available for vacant properties. There is a lot of interested businesses and property owners in Town and we hope to help some of them receive funds from this grant.

Mayor Burris entertained a motion to adjourn.

Councilmember Mattingly moved to adjourn the meeting at 4.45 p.m.; seconded by Councilmember Colvin, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Nick Colvin, Councilmember

Heather M. Earhart, Councilmember

Christy Hollander, Councilmember

J. Maguire Mattingly IV, Councilmember

Mary Maday Slade, Councilmember