



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **March 10, 2014**

Attendees: Daniel W. Burris, Mayor
Leslie Roberts, Vice President
Thomas R. Collier, Councilmember
Hayden T. Hammett, Councilmember
J. Maguire Mattingly IV, Councilmember
Roger L. Mattingly, Councilmember

Also in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Teri Dimsey, Secretary; DeAnn Adler, Plans Reviewer; Dick Myers, The BayNet; Nicole Clark, The Enterprise; JoAnn and Dean Beck, HomeBuilders. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris stated that the first order of business was the Invocation and then the Pledge of Allegiance.

Mayor Burris noted that a Liquor License letter of support for the Front Porch has been added to the agenda under the Town Administrator's report.

Approval of Minutes

Meeting minutes for the February 10, 2014 Town Council meeting were presented for approval.

Mayor Burris entertained a motion to accept the minutes as presented.

Councilmember Roger Mattingly moved to approve the February 10, 2014 minutes as presented; seconded by Councilmember Collier; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that \$150,000 was transferred to the LGIP. We are 67% through the FY14 budget. We received a second quarter tax allocation and we will meet the budget but a reminder that we also received a supplemental \$40,000 contribution in November from a prior year.

Journal entries were done under the Public Works department to allocate some of the line items. Due to the abundance of snow, the snow removal has exceeded budget.

Also, the Town has put a lot of work into storm drain repairs this year; therefore, a budget amendment is before you today to cover the cost of the study approved in November 2013. More information will come before you at the end of the year for a final budget amendment to include any projects that have run over and to cover any other unknown repairs that may occur through until the end of the year.

A pre-bid meeting was held for the Trash Contract and five plan holders attended and we assume they will all place bids. The bid opening is March 20 and the bid information will be presented to you at the April meeting.

Budget Amendment – BJ04-14 – Establish Appropriation for Stormwater Drainage Study.

Ms. Sothoron reported that Council previously approved this and at the time we thought we had most of the cost covered with funding but we do need to bring funds forward to cover the study.

Councilmember Roberts moved to approve Budget Amendment BJ04-14; seconded by Councilmember Hammett; no further discussion, motion passed unanimously.

Introduction of Ordinance No. 165 – Adopting the Budget and Setting the Tax Rate for FY2015

– Ms. Sothoron reported that she will be distributing draft budgets for Council to review. This Ordinance is being introduced today with the Ordinance being anticipated to be adopted at the next meeting following the Public Hearing.

Planning & Zoning Report – DeAnn Adler

Ms. Adler reported that last month's planning and zoning meeting was held on February 18, 2014 with one item on the agenda.

Case # 14-04 - Clark's Rest Project – Marrick Homes was looking for approval of several requests:

1. Approval of new model home design.
2. Approval for two townhouse designs
3. A request to reduce the width of the street side sidewalks from 5' to 4'
4. A request to change the house type on lots 12-25 from neo-traditional to traditional – with the driveways in the front of the home, instead of off an alley in the back. These traditional homes sell much better than the neo-traditional.

All of these requests were approved.

This month's Planning & Zoning meeting is scheduled to be held on March 17, 2014, but with no cases to be heard the meeting will be cancelled.

Police Report

Mayor Burris reported that Deputy Smolarsky provided Council with a written report as she is unable to attend today's meeting. She has been busy with enforcement in conjunction with the State Police along Route 5.

Town Administrator Report – Laschelle McKay

Liquor License Letter of Support - Ms. McKay reported that we have a request for a Liquor License Letter of Support for extending the premises at the Front Porch. Dean and JoAnn Beck are in attendance today to answer any questions. We had previously given a letter of support for the restaurant to use the grassy area beside the restaurant for special events. They are proposing building a lower deck, surrounded by a railing. The only entrance/exit would be from the front of the restaurant in order to meet the guidelines as required by the Liquor Board.

Mr. Beck remarked that their patrons love to sit outside in the spring/summer and they would like to keep them coming back instead of going to the island. With the service of alcohol they felt it was best to build a deck instead of having tables on the lawn.

Councilmember Mattingly moved to approve providing a Letter of Recommendation; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Renewal of Lease for Port of Leonardtown Winery – Ms. McKay reported that this month will be the end of the first five year lease and there were additional terms for a two year extension available in the lease. The Winery has submitted their financials from last year as required in the lease. They are requesting the same renewal for a two year term. They are getting ready to make a large investment in a covering over the patio.

Councilmember Roberts moved to approve the two year lease extension for the Port of Leonardtown Winery with the same options; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Community Legacy Grant Award - Ms. McKay reported that we received a \$75,000 Community Legacy Grant. We had requested \$88,565 but we were awarded \$75,000 which is for the Washington Street sidewalk improvements.

Liquor License Regulation Change – Ms. McKay reported that there were numerous requests from owners that have art related businesses to serve alcohol in conjunction with providing their services, such as Wine and Design. We spoke with our delegation about sponsoring legislation for Leonardtown only, which is something we have done in the past. Mayor Burris and I testified before the Liquor Board as they are required to provide a letter of support. There are two bills: one is an Arts Establishment Wine and Beer License which was modeled after legislation that passed in Montgomery County in 2012. The other bill is a Beauty Salon Wine/Beer License which was also introduced by Montgomery County and we piggybacked on their bill.

Ms. McKay reported that the surveys and interviews have all been completed for the Compensation Study and the results will be received by March 17, 2014 well before passing the new budget.

The RFP for the Engineering Services went out in late January with eight companies requesting packets and six companies attending the pre-bid meeting.

The RFP for the Port of Leonardtown Restroom project, as part of the Parks and Playground grant that we received went out this morning. A pre-bid meeting will be held on Monday, March 17, 2014 with the bid opening to be held on March 28, 2014 to award the bid at the April Town Council meeting. The project has a sixty day construction period.

A draft of the Stormwater Drainage Study has been received. It needs to be reviewed first then will be brought forward to report its results to Council in the near future.

Mayor Burris and I attended a meeting on the Tourism Area Corridor signage. We have been working for two years to get them to update signage to add Leonardtown Business District and Leonardtown Wharf on the signage. They are reviewing all of Southern Maryland signage and we did a joint packet with the County and submitted those requests and also included the Port of Leonardtown and the kayak launch as well.

Mayor's Report

Mayor Burris reported that the State of the Town overview to the Leonardtown Business Association was very well attended. They thoroughly enjoyed the presentation by the principal of Clark's Rest development that provided them with renderings of the homes and layout of the development. They also introduced a member of their sales team whose family will be moving into one of the models and will live in the development.

We provided them with an update on various past, present and future projects for the Town and a special presentation was made of the upcoming Raiders and Invaders Weekend and how to get them involved and how it will help generate revenue for the businesses around Town.

Just this morning, the Town hosted the Strategic Round Table that Bob Schaller coordinates. There was a diverse group of business people in attendance all of whom were interested in learning more about Leonardtown.

Events – Roger Mattingly

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Friday, Mar. 14	8:30	LBA Meeting @ TBD
Wednesday, Mar. 26	5:30 PM	Chamber Business After Hours (RSVP) Spring Fling @ Cedar Lane Apartments
Friday, Mar. 28	TBD	Doctors' Day breakfast MedStar St. Mary's Hospital
Friday, Apr. 4	5-8 PM	Celebration of First Fridays in Leonardtown Check www.leonardtownfirstfridays.com for details

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Friday, Apr. 11	8:30	LBA Meeting @ TBD
Saturday, Apr. 12	TBD	19 th Annual Run and Fun Walk for Hospice Government Center and Leonardtown Square
Sunday, Apr. 13	8:30 AM	Leonardtown Earth Day Celebration 2014 Leonardtown Square and Wharf
Sunday, Apr. 20 Easter Sunday	7:30 AM	Leonardtown Church of the Nazarene Easter SonRise Service @ the Wharf
Sunday, Apr. 27 (Rain Date: May 4)	8 AM – 4 PM	St. Mary's Rod & Classic Spring Fling Car Show Leonardtown Square

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that he attended the EDC Strategic Roundtable this morning and realized that Leonardtown has some great business advocates who are very interested in opening up shop in Leonardtown; in particular, government contractors who can keep their overhead low and still be able to attract experienced employees with good salary and benefits.

Capital Projects - Tom Collier

Councilmember Collier reported that we are over budget due to the large amount of snowfall this year. Bowles Farm, with the help of Mr. Wheatley, has done an exceptional job this winter.

SMMA Update - Leslie Roberts

Councilmember Roberts reported that Roger Mattingly and Jay Mattingly and herself attended the SMMA meeting in March and heard from a speaker from the National League of Cities who talked about their priorities and how they match up with smaller towns. She reported that Bruce Wahl, Mayor of Chesapeake Beach, recently suffered a heart attack and we will keep him and his family in our thoughts and prayers.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that the next Emergency Preparedness meeting is scheduled for May at the National Emergency Management Agency headquarters in Baltimore. He also thanked Bowles Farm and Mr. Wheatley for keeping the streets clear and safe during the inclement weather.

Mayor Burris reminded everyone that he will be available for discussion after the close of this meeting and entertained a motion to adjourn the meeting.

Councilmember Collier moved to adjourn the meeting at 4:40 pm; seconded by Councilmember Roger Mattingly, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Leslie E. Roberts, Vice President

Thomas R. Collier, Councilmember

Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Roger L. Mattingly, Councilmember