



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. McKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **March 13, 2017**

Attendees: Daniel W. Burris, Mayor
Leslie Roberts, Vice President
Hayden T. Hammett, Council Member
J. Maguire Mattingly IV, Council Member

Absent: Thomas Combs, Council Member
Roger Mattingly, Council Member

Also in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jada Stuckert, Planning Assistant; Maria Fleming, Events Coordinator; Casey Smith and Mary Joy Hurlburt, St. Mary's Ryken; A complete list of attendees is on file at the Town Hall.

Mayor Burris asked Councilmember Hammett for the invocation and Ms. Dimsey to lead the Pledge of Allegiance.

Mayor Burris remarked that we have quite a few guests in attendance today and we also have a public hearing scheduled for 4:15 p.m.

Approval of Minutes

Meeting minutes for the February 13, 2017 Town Council were presented for approval.

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

Councilmember Jay Mattingly moved to approve the February 13, 2017 minutes as presented; seconded by Councilmember Roberts; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that there were no cash transfers for the month of February. We are 67% through the budget year. In February we received the next income tax distribution. That, and in combination with the one-time windfall from the Comptroller's office, we are over our projected revenue item. Building permits are significantly in excess of budget. Permits were paid for the buildings at the Hamptons. There are several expense accounts now or in the future that will be over budget. Budget Amendments will be brought forward once those final numbers are determined. The credit card pay station is scheduled to arrive this week and to go live on Monday, March 20th. Budget requests are due by April 7th.

Planning & Zoning Report – Jada Stuckert

There was no meeting held in February.

The next Planning & Zoning meeting will be held on March 20, 2017, and currently has two items on the agenda:

Case No. 49-16 **Ryken Athletic Facility, Camp Calvert Road**
Request for Final Site Plan Approval

Case No. 11-17 **Shepherd's Old Field, 22725 Duke Street**
Request for Commercial review of market

Police Report – No report

Mayor Burris noted that the Town is continuing discussion with the Sheriff's Department for a replacement deputy.

Town Administrator's Report – Laschelle McKay

Speed Boards

Met with the Sherriff's office and they have a new electronic speed boards that track the speeds and these will be set up on a schedule and moved to various streets around Town.

Dedication Presentation by Rainbow Construction Corp. - Mark Guadagnoli is present to dedicate a plaque he had made for the dedication of the Town Hall Building. Attendees proceeded to the front of the building to unveil the new bronze plaque.

Resolution 3-17- Removal of Right of Way at Breton Village Court - Breton Village Subdivision on Hollywood Road was approved in 2006. The property was subdivided into 5 building lots and the plat shows a 45 foot right of way that would be public. SMECO has since bought the property and nothing was ever built on the property, including Breton Village Court. SMECO wants to erase the subdivision lines and will be incorporating the parcel into their property future development. The Council never accepted the road, it was just shown on the recorded plat. Action is needed to reject the ROW by Resolution #3-17. Following the approval of Resolution #3-17 the Planning Commission will hear the case for the boundary line adjustment in the near future.

Councilmember Roberts move to approve Resolution #3-17- Removal of the Right of Way at Breton Village Court; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Award Contract for 2017 Event Portable Toilets - This contract has been bid annually and this year we advertised it as a one year contract with two one-year extensions options. We received 2 bids - United Site Services and T&T Sweeping and Port-O-Let. United Site Services had last year's contract. The 2016 contract was \$2,830. The higher bids this year are in part because of new ADA requirements. In the past we have had wheel chair accessible units and this year we are required to replace some of them with the more expensive ADA units. It has gone back and forth between the two contractors from year to year. One year we gave it to T&T because they were local even though their price was higher. Please see the write up and photos

based on United's service this year. The difference in pricing between the two bids is \$880/year. Staff would like to recommend awarding the bid to T&T based on the provided report.

United Site Services

Overall for quoted events: \$5050
If additional units are required- Per unit:
Deluxe \$45
WCA \$70
ADA \$95
Sink \$45

T&T

Overall for quoted events: \$5930
If additional units are required- Per unit:
Deluxe \$65
WCA \$85
ADA \$100
Sink \$25

Councilmember Hammett moved to award the 2017 Portable Toilet contract to T&T Sweeping and Port O Let for one year of service based on service history; seconded by Councilmember Jay Mattingly, no further discussion, motion passed unanimously.

Mayor's Report – Mayor Burris

Mayor Burris reported that he also met with the Sheriff about having a Deputy assigned to the Town. They have some new recruits coming on board in May and they hope to free some Deputy's up that would be a good fit for the Town.

I was unable to attend this year's State of the Town but heard that it went very well and we received a lot of compliments.

We have Gretchen Hardman in the audience today. She has taken on a new position as Southern Maryland Intergovernmental Representative for the Office of the Governor. We welcome her here today and look forward to her providing communication with the Town and the State office.

Ms. Hardman spoke and related that Governor Hogan wants to "have boots on the ground" to facilitate discussion/communication with local governments to make sure they have a voice.

Events – Maria Fleming

Currently coordinating Earth Day 2017 to be held on Sunday, April 23rd from 12:30 – 4:30 p.m. Vendor applications are being returned. Final due date for applications is Friday, March 24th.

Randy Richie is booking entertainment for the Square, and we expect the return of Fish the Bay Charters Waterman Tours and the amazing Reptile World! Other new additions include fun exercise options with St. Mary's County Department of Aging and an Air Conditioning and Dehumidifier recycling station at the Wharf.

Also helping to coordinate details for the Spring Fling Car Show, First Fridays, Hospice Run, Downtown Tunes and multiple concerts, 5K's and private events and fielding questions from event organizers hoping to hold new events in town.

Added to schedule since last meeting:

- Coastal Arts Market – April 8, then 3rd Saturdays, May – October, Leonardtown Wharf Park
- U.S. Navy Band Concert – Commodores Jazz Ensemble, Saturday, May 20, 6-7 p.m.
- Paddle and Cycle Event at the Wharf, Sunday, July 16
- CareNet 5K – Saturday, September 9, 9 a.m.

- Friends of the Poor Walk – Saturday, September 16, 9 a.m. – tentative
- Santa & Mrs. Claus on the Square – December 16, 11 a.m. – 1 p.m.

Ms. Dimsey is working on scheduling Mock Council at both Capt. Walter Francis Duke Elementary and LES.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Saturday, March 25	10 AM	Maryland Day Celebration @ Historic St. Mary's City
Friday, March 24	2 PM	MD Day Commemorative Ceremony @ St. Clement's Island
Saturday, March 25		Maryland Day
Thursday, March 30	4-7 PM	SoMD Chambers of Commerce Mega Networking Mid-Atlantic Skin Surgery Institute 173 St. Patricks Drive Waldorf, MD. 20603
Thursday, March 30	7:30 AM	Doctors' Day breakfast, MedStar St. Mary's Hosp
Saturday, April 1	11:30 AM – 4 PM	St. Mary's County Government Easter Festival and Easter Egg Hunt @ St. Mary's County Fairgrounds
Friday, Apr. 7	5-8 PM	Earth Day First Fridays
Saturday, Apr. 8	8:30 AM	22nd Annual Run/Fun Walk for Hospice St. Mary's Cty Governmental Center, Town roads
Saturday, Apr. 8	9 AM – 3 PM	Coastal Arts Market @ The Leonardtown Wharf
Friday, Apr. 14	8:30 AM	LBA Meeting @ TBD
Sunday, Apr. 16	HOLIDAY	Easter Sunday
Sunday, Apr. 23	12:30 – 4:30 PM	Leonardtown Earth Day Celebration 2017 Leonardtown Sq/ Leonardtown Wharf Park
Sunday, Apr. 30	8 AM – 4 PM (Rain Date: 5/7)	St. Mary's Rod & Classic XXXII Spring Fling Car Show @ Leonardtown Square

Community Development and Strategic Planning – Hayden Hammett

Councilmember Hammett reported that he attended the annual State of the Town breakfast with about 75 attendees and it gets larger every year. CSM hosted the event on the Leonardtown Campus. We had a good mix of retail, restaurateurs, commercial residential developers, non-profits were well represented, as well as, County officials and staff. Very nice to see the collaborations between the different entities. A big thank you to Ms. Robin Finnacom for an outstanding presentation.

Exciting new project starting up at the old Leonardtown Supply store to be named Shepherd's Old Field, led by Ms. Gerri L'Heureux. Renovating the hardware store into a quasi-type farmer's market, vendor market, coffee/bakery vendors to include music, and children's entertainment.

ENR Upgrade – Laschelle McKay

Ms. McKay stated the rented sludge press will be gone as of April 1. The liner will go in after some concrete work is completed. We have had only two minimal change orders on the ENR project and have stayed very close to budget. Attending an MDE required audit.

SMMA Update – Leslie Roberts

Councilmember Roberts reported that the SMMA meeting had a speaker, from McLeod Associates, Patrick Thomas, on Social Media, rules/regulations and mentioned some resolutions to put into place for the Town. The next meeting is May 10th in Indian Head. There will be election of officers to turn over the SMMA Chapter to North Beach for the 2017-2018 term.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that hopefully we are not getting any more snow. We have spent \$12,200. Salt does not get paid until the end of FY17. Working on the budget for the repair of streets and roads for FY18. The MML Board of Directors meeting is April 29 in Annapolis.

Councilmember Roberts moved to adjourn the meeting at 4.53 p.m. seconded by Councilmember Hammett, no further discussion; motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Leslie E. Roberts, Vice President

Absent
Thomas M. Combs, Councilmember

Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Absent
Roger L. Mattingly, Councilmember