



# Commissioners of Leonardtown

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DANIEL W. BURRIS  
Mayor

LASCHELLE E. McKAY  
Town Administrator

## **Commissioners of Leonardtown** **Town Council Meeting Minutes** **July 10, 2017**

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

Also in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jada Stuckert, Planning Assistant; DanDan Zou, The Enterprise; Guy Leonard, County Times; Gretchen Hardman, So. Md. Liaison for Governor; Alan Hash, Boy Scout Troop 2819; Deputy Kristi Nelson. 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.

### **Approval of Minutes**

Meeting minutes for the June 12, 2017 Town Council were presented for approval.

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

**Councilmember Combs moved to approve the June 12, 2017 minutes as presented; seconded by Councilmember Hammett; motion passed unanimously**

### **Treasurer's Report** – Rebecca Sothoron

Ms. Sothoron reported that during the month no transfer was made to nor from the Operating Account. With the ending of the fiscal year she is working on finalizing the June financial reports and they will be disseminated once completed. Tax billing will begin at the end of July.

**Planning & Zoning Report** – Jada Stuckert

The last Planning & Zoning meeting was held on June 19, 2017 with two items on the agenda.

Case No. 42-16            Leonardtown Library/Senior Center, 23630 Hayden Farm Lane  
Request for Final Site Plan Approval was approved

Case No. 92-07            Dr. Luke Office Building Expansion, 26220 Point Lookout Road  
Request for revision to final site plan approval was approved

There being no items on the July 17<sup>th</sup> Planning & Zoning agenda. The meeting has been canceled. The next Planning & Zoning meeting will be held on August 21, 2017.

**Police Report**

Mayor Burris welcomed the new Town Deputy Kristi Nelson. Deputy Nelson explained that she has been in service with the St. Mary's Sheriff's Department for 11 years. She worked patrol in the county, Lexington Park and assigned at Great Mills High School as their SRO for the past six years and is looking forward to working with the Town. She does cycle and Segway too.

**Town Administrator's Report** – Laschelle McKay

**Adoption of Ordinance No. 180- Board of Education Impact Fees-** This ordinance was introduced at the June 12, 2017 meeting to increase the amount collected for the school facilities impact fee which is passed on directly to the Commissioners of St. Mary's County per Chapter 62 of the Town Code. The Commissioners of St. Mary's County voted to increase the school facilities impact fee from \$3,375 to \$4,125 effective 7/1/17 at their May 16, 2017 meeting. Language in this ordinance will also amend our impact fee to automatically adjust as the Commissioners of St. Mary's County may amend their fee in the future.

The school facilities impact fee is the only portion of the County impact fee that the town collects and passes on.

**Councilmember Roberts moved to approve Ordinance No. 180 - Board of Education Impact Fee; seconded by Councilmember Combs, no further discussion, motion passed unanimously.**

**Town Hall Elevator Bid- Selection of Equipment-** At the May 2017 meeting we discussed piggy backing on the St. Mary's County contract with Thyssen Krupp for the installation of the Town Hall elevator if the pricing came in within the grant budget. Unfortunately the price came in at \$533,432 instead of the \$346,997 that had been budgeted. DHCD also felt that we should bid the project. Therefore I have started the process for bidding in phases.

The elevator equipment was bid on June 8, 2017. The RFP was advertised on the town website and the package was sent to 7 elevator companies. The bids were due by June 30, 2017. Two bids were received. In the original budget we had \$94,500 for the elevator equipment. Once the elevator equipment is selected then we will bid the contractor installation. I am also working on the RFP for the Fire Sprinkler system. The 2 bids received were:

Kone Elevator- \$94,750

Thyssen Krupp- \$90,000

Both would be within an acceptable range of the original grant budget. I am currently working comparisons on the two different proposed elevators. At this point the Thyssen Krupp would require additional roof work and it is a hydraulic elevator. I am requesting authorization to make the final decision on the best fit for the elevator equipment and to move forward with bidding the fire sprinkler equipment and the contractor portion of the elevator installation.

**Councilmember Roberts moved to authorize the Town Administrator to award the elevator equipment contract to either Kone Elevator or Thyssen Krupp based on their June 30, 2017 bids and to move forward with the bidding of the fire sprinkler and contractor installation portions of the project; seconded by Councilmember Combs, no further discussion, motion passed unanimously.**

**Asphalt Bid Change Order - Key Way and Barthelme Streets** - We awarded the asphalt contract to Beltway Paving at the June 12, 2017 meeting in the amount of \$85,806. The other bid was from Great Mills Trading Post in the amount of \$90,264. In reviewing the scheduling of the project it was discovered that there was an incorrect measurement on Barthelme St. in the bid documents. Even though it was the responsibility of the contractor to measure on their own they are asking for a \$6,000 change order for material only and they will cover the hauling and labor cost. This is a reasonable request. It was also discovered that the other bidder missed a \$20,000 line item for curbing and would have been requesting a change order for their bid as well so Beltway will still be the low bidder.

**Councilmember Jay Mattingly moved to approve the change order for Beltway Paving making the total contract amount, \$91,806 for Key Way and Barthelme St; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.**

**Liquor License Letter of Support for Beauty Salon License for S-Kape Salon-** In the last legislative session a Beauty Salon bill passed to allow salons to serve customers no more than two 12 oz. beers or two 5 oz. glasses of wine during a salon visit. S-Kape Salon is requesting a letter of support to obtain a Beauty Salon license. The license holders will be Karyn Hudson and April Woodburn. S-Kape Salon and Spa is located at 41675 Fenwick Street.

Crazy for Ewe was the first business in Leonardtown to receive the Arts & Entertainment Liquor License.

**Councilmember Roberts moved to approve a liquor license letter of support for S-Kape Salon and Spa for a Beauty salon license; seconded by Councilmember Hammett; no further discussion, motion passed unanimously.**

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

Mayor Burris remarked that he wishes everyone a wonderful and safe summer and enjoy all the activities in Leonardtown.

He introduced Gretchen Hardman, Southern Maryland Liaison, Intergovernmental Affairs with the Office of the Governor.

Ms. Hardman responded that she is available for all Calvert, Charles and St. Mary's Counties as a way for the southern Maryland counties to have their voices heard. Please feel free to bring any thoughts or concerns to her attention and she will take them back to the Governor. Ms.

Hardman noted that the Governor recently signed an Executive Order to move forward with broadband in the southern Maryland region and is looking for folks with telecommunication/technology to sit on the Commission. Contact her directly and she will forward it to the appropriate people and provide an application link.

### **Events** – Roger Mattingly

Councilmember Mattingly thanked the Town Commissioners and staff who attended and participated in the Flag Day Ceremony on June 14<sup>th</sup>. This year's event included a flag retirement ceremony where over 550 unserviceable flags were properly disposed of. Thanks to the County PIO Office, Avenue American Legion, and 7<sup>th</sup> District optimists for organizing, hosting and supporting the event.

The Southern Maryland Youth Orchestra and Choir did their best to hold their summer concert at the Wharf on June 16, but had to tear down halfway through due to incoming storms.

Sunrise Yoga had its first session June 17 with close to 100 people in attendance! This popular and ever-growing series will continue July 15 and August 19 at the Leonardtown Wharf Park.

Wesley Spangler attracted an audience of over 200 people to the Square on June 24, creating a great party atmosphere! The Downtown Tunes Series continues July 22 with Jennifer Cooper & GrooveSpan for an evening of jazz, pop, and blues; and finishes with the Downtown Tunes Summer Finale Triple Play featuring an opening act, followed by Josh Airhart and Megan Nosek and headliner Robbie Boothe on Saturday, August 26.

The first CSM Leonardtown Campus Concert on the lawn was held on Sunday, July 2 and featured the Dixie Power Trio with the New Line Brass. The final concert in the series, featuring oldies party band Horizon, will be held on Sunday, August 6 from 1 – 3 p.m. as part of Beach Party Weekend.

Thanks to Bob Schaller for organizing the largest jam yet for Red Hot and Blues First Friday July 7.

Plans are in place for the SMBC Summer Regatta at the Wharf the weekend of July 28-30. The Rex is hosting a concert in the Square Friday night, July 28, from 6 – 9 p.m. featuring live music with Unfinished Business; vintage boats will also be parked in the Square for visitors to view up close. Boats will be running heats at the Wharf Saturday and Sunday between 8 a.m. and 4 p.m.

Rockin' First Friday will be on August 4<sup>th</sup> with cover band *The Lucky Few* and a “dress like your favorite singer, band or era” costume contest. Leonardtown's “Beach Party on the Square” will be held on Saturday, August 5<sup>th</sup>, from 4 PM – 9 PM. *The Latrice Carr Music Group* will be headlining the party, and Running of the Balls is returning at 7 p.m. sharp.

Washington Street Retail (Old Bell Motor lot) will hold their Grand Opening from 10 a.m. – 2 p.m. on Thursday, July 20. The Ribbon Cutting Ceremony is scheduled for 11 a.m.

Over 800 marchers are already registered for the Veterans Day Parade.

**Upcoming Events of Interest/Meeting Reminders:**

<u>Date</u>	<u>Time</u>	<u>Event</u>
Friday, July 14	8:15 AM	LBA Meeting at La Rive Breton
Saturday, July 15	4 PM – 9 PM	So. MD Film Festival Mini-Fest @ the Indian Head Black Box Theater
Saturday, July 15	7:30 AM	Sunrise Yoga @ the Wharf
Saturday, July 15	9 AM – 3 PM	Coastal Arts Market @ the Wharf
Thursday, July 20	10 AM – 2 PM 11 AM	Washington Street Retail (Old Bell Motor lot) <i>Ribbon Cutting Ceremony</i>
Fri. and Sat. July 21, 22, 28, 29	7:00 PM	Summerstock Presentation of <i>The Little Mermaid</i> @ Great Mills High School
Sat. Matinees July 22, 29	1:00 PM	
Sun. July 23, 30	3:00 PM	
Saturday, July 22	6 PM	Downtown Tunes with <i>Jennifer Cooper &amp; GrooveSpan</i>
Wednesday, July 26	5 PM	Chamber Business After Hours Hosted by UAS Test Site @ 44181 Airport Rd. California, MD. 20619
Friday, July 28	6 PM – 9 PM	SMBC Concert in the Square
Saturday, July 29	8 AM – 4 PM	Southern MD Boat Club Boat Regatta
Sunday, July 30	8 AM – 4 PM	@ the Wharf
Tuesday, August 1	5 PM	National Night Out Celebration @ Leonard’s Freehold
Friday, August 4	5 - 8 PM	Rockin’ First Friday with <i>The Lucky Few</i> , a Costume Contest and SoMD Entertainment Photo Booth
Saturday, August 5	4 - 9 PM	Beach Party on the Square
Sunday, August 6	1 – 3 PM	CSM Leonardtown Concert on the Lawn <i>Horizon</i>
Friday, August 11	8:15 AM	LBA Meeting @ Cedar Lane Senior Living Community
Friday, August 11	2 – 10 PM	“Lil” Margaret’s Bluegrass & Old Time Music
Saturday, August 12	12 – 10 PM	Festival @ Goddard Farm

**Community Development and Strategic Planning** – Hayden Hammett

Councilmember Hammett thanked Jada Stuckert for keeping up with all the new development in Town as we have about 5 to 10 homes going up at Clarks Rest, a number of renovations happening around Town and also some commercial projects that are continuing to move forward. Ongoing is the arts market called Shepherds Old Field which is moving along slowly.

**ENR Upgrade** – Tom Combs

Councilmember Combs noted that the concrete contractors were working to complete their work. They are in the midst of switching over the electric from the old single phase to three phase. The general contractor is looking to complete their work by the end of September.

**SMMA Update** – Leslie Roberts

Councilmember Roberts remarked that everyone learned a lot while attending the seminars at the MML Convention. One item in particular is one she would like to further discuss in regards to rental inspections and how other Towns are handling. The next SMMA meeting will be held in September and we are proud to announce that Councilmember Jay Mattingly was reelected to the MML Board of Directors.

**Safety and Emergency Preparedness** – Jay Mattingly

Councilmember Mattingly reported that the Key Way and Barthleme St., paving has begun and looking forward to having that completed. The first MML Board meeting will be held in August in Frederick. He attended the Town of Indian Head’s Fourth of July Celebration complete with outstanding fireworks.

Mayor Burris and Council thanked Boy Scout Alan Hash from Troop 2819 for attending today’s meeting and asked if he had any questions.

**Councilmember Combs moved to adjourn the meeting at 4.40 p.m. seconded by Councilmember Hammett, no further discussion; motion passed unanimously.**

Respectfully Submitted:

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Teri P. Dimsey

**Approved:**

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Daniel W. Burris, Mayor

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Leslie E. Roberts, Vice President

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Thomas M. Combs, Councilmember

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Hayden T. Hammett, Councilmember

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J. Maguire Mattingly IV, Councilmember

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Roger L. Mattingly, Councilmember