



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

Commissioners of Leonardtown **Town Council Meeting Minutes** **September 11, 2017**

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

Absent: Thomas Combs, Council Member
Hayden T. Hammett, Council Member

Also in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jada Stuckert, Planning Assistant; Maria Fleming, Events Coordinator, DanDan Zou, Enterprise; Sabrina/Peter Rohrer, B&B Creative Studio, Gretchen Hardman, So. Md. Liaison for Governor's Office; Deputy Kristi Nelson. A complete list of attendees is on file at the Town Hall.

Mayor Burris noted that both Council Members Combs and Hammett were unfortunately unable to attend today's meeting due to health issues.

Mayor Burris asked for a moment of silence in memory of those lost and those who served on September 11, 2001 and Ms. Dimsey to lead the Pledge of Allegiance.

Approval of Minutes

Meeting minutes for the August 14, 2017 Town Council were presented for approval.

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

Councilmember Roger Mattingly moved to approve the August 14, 2017 minutes as presented; seconded by Councilmember Jay Mattingly; motion passed unanimously

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that you have received the financial information for August. There was a transfer of \$125,000 to the Operating Account. We are 16% through the budget year. During August we were able to record the property tax levy. The unaudited reports for FY 17 are included for your review. Final report will be completed at the end of October. All of the General Fund expense departments are under budget. For your review is the annual memo for the post issuance Tax Compliance Procedures to keep Council informed of certain things we need to keep in mind when we use certain assets that were paid for with tax-exempt funds.

Planning & Zoning Report – Jada Stuckert

The last Planning & Zoning meeting was held on August 21, 2017 with two items on the agenda.

Case No. 100-15 The Meadows at Town Run, 107 Lot Subdivision
Request for Final Site Plan approval.

Case No. 100-15 The Meadows at Town Run, 107 Lot Subdivision
Phase I Plat approval.

There being no items on the September 18, 2017 agenda, the meeting has been canceled.

Police Report – Cpl. Kristi Nelson

Deputy Nelson provided Council with a written report but she also reported that she has been providing radar, laser and neighborhood checks. Attended some HOA Community meetings. Provided Cedar Lane with another prescription take-back event. Lots of involvement with PTA's, school bus enforcement as the kids get back to school. Planning on doing another rock challenge in the near future.

Mayor Burris noted that Cpl. Nelson is gathering information in regards to the opioid epidemic in our town in conjunction with the Sheriff's Department, the Attorney General and Health Department.

Town Administrator's Report – Laschelle McKay

The elevator equipment contract was awarded to ThyssenKrupp and the deposit has been sent in in order to meet our first deadline for the outlay of grant money prior to September 5, 2017. The original estimate for the elevator was \$94,500. The award was for \$90,000. The construction of the elevator hoist way was publicly bid August 3, 2017 with the bid opening August 25, 2017. The original estimate for the hoist way construction was \$92,425. Two bids were received. The low bidder was W.M. Davis. Staff recommendation is to award to the low bidder.

W.M. Davis, Inc. - \$101,650

Nichols Contracting - \$140,760

Councilmember Jay Mattingly moved to award the elevator hoist way construction bid to W.M. Davis, Inc. as the low bidder in the amount of \$101,650; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.

Potomac Heritage Trail MOU – The Town is part of a number of National Park Trails including the Captain John Smith Chesapeake National Historic Trail, Religious Freedom National Scenic Byway and the Potomac Heritage National Trail. In 2015 we were invited to participate by the committee hosted by the Southern Maryland Heritage Area Consortium (SMHAC) that put together a common strategy for outdoor interpretive signage for the Religious Freedom National Scenic Byway and three of the components of the National Trail System (The Potomac Heritage National Scenic Trail, Capt. John Smith Chesapeake National Historic Trail and the Star-Spangled Banner National Historic Trail. In the FY18 budget we included \$2,539 in funding a match for a MHAA (Maryland Heritage Areas Authority) grant for wayfinding and interpretive signage in conjunction several other partners along the trail. The Port of

Leonardtowntown Park and Leonardtown Wharf Park will have wayfinding trail signage as part of this grant. Today's action is to sign an MOU among Prince George's, St. Mary's and Charles counties, Leonardtown and a number of agencies and organizations along the Potomac Heritage Trail to establish a formal foundation of coordination between the agencies for promoting the trail. Nothing in the agreement obligates the town to any funding.

Councilmember Roberts moved to authorize Mayor Burris to sign the Memorandum of Understanding for managing the Southern Maryland Potomac Heritage Trail; seconded by Councilmember Jay Mattingly, no further discussion, motion passed unanimously.

Liquor License Letter of Support – Board and Brush Creative Studio – Sabrina and Peter Rohrer have requested a letter of support for an Arts and Entertainment liquor license for a new business that conducts workshops to create custom wood décor. Their proposed location is 41665 Fenwick Street in the former Horizons Gallery unit. As of this time the lease has not been finalized. Due to timing of the Liquor Board meetings we are bringing forward this request and the letter will be held until the lease is finalized.

Councilmember Roberts moved to approve an Arts and Entertainment liquor license letter of support for Board and Brush Creative Studio in the names of Peter and Sabrina Rohrer; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.

Resolution #4-17 – Approving the Transfer of the Town of Leonardtown Cable Television Franchise – We received proper legal notification that Gans Communications, LP dba Metrocast Communications LLC is being purchased by Cogeco Communications, Inc. dba Atlantic Broadband. Gans Communications purchased American Cable TV in May of 2005. On June 11, 2012, we approved Resolution #2-13 renewing a 15-year franchise agreement to Gans Communications. Our attorney has reviewed the documentation for the required information. There is a large binder of information regarding the sale available for review in the office for anyone interested. In your packets is a copy of the resolution, Exhibit #2 Atlantic Broadband Plans and a copy of the letter of request.

Councilmember Roger Mattingly moved to approve Resolution #4-17 – A Resolution Approving the Transfer of the Cable Television Franchise for the Town of Leonardtown to Cogeco Communications, Inc. dba Atlantic Broadband; seconded by Councilmember Leslie Roberts, no further discussion, motion passed unanimously.

Ms. McKay also noted that we have just received approval for the Community Parks and Playground Grant for the pass-through for St. Mary's County Government for the renovations to Miedinski Park for \$200,000.

Mayor's Report – Mayor Burris

Mayor Burris noted that Council has been discussing and putting together information to make an informed decision about monitoring rental properties. We have received information from Ms. Stormont, Economic Development for St. Mary's County regarding a slide presentation she obtained during her attendance at the MACO Conference. This slide presentation shows the Maryland jurisdictions population change from April 2010 to July 2016 and it shows first the counties, of which, St. Mary's County is number four in growth at 7.1% and then the fastest and

slowest growing municipalities in that same time frame and Leonardtown is number one in growth percentage wise at 27.25%, next highest was Gaithersburg at 13% so it shows how fast Leonardtown is growing.

Mayor Burris remarked that Ms. Hardman was in attendance as the liaison for Governor Hogan and asked if she had any remarks to make.

Councilmember Roberts asked Ms. Hardman if she could assist with the signage problem along the corner of Rt. 5 and Washington St.

Ms. McKay stated that unfortunately, it is not Town property. We are working with local State Highway and hope to coordinate some sort of agreement with them as it continues to be an eyesore.

Events – Roger Mattingly

Thanks to James LePore and the Downtown Tunes sponsors for another great year with new faces and old favorites. The Robbie Boothe Triple Play finale drew a crowd of over 600 people of all ages!

There has been a lot of activity at the Wharf:

- Evolve Yoga + Wellness Sunrise Yoga at the Wharf averaged 100 attendees each month!
- Coastal Arts Market continues to run every third Saturday and are adding SMAWL adoptions to their event, as well as live music with Joe Parsons during their October market.
- Weddings and small private events are still going strong, as well as outings provided by Compass Point Charters, and other boating activity
- Jenn Houck and SALT Cycle have added another SUP/Yoga/Spin event on Sunday, September 17.
- And countless painted rocks have been hidden, found and posted on social media!

A&E First Friday was Friday, September 1 and included interactive art displays from Cedar Lane, the Lions Club, Ryken High School and other local artists. Pottery making was demonstrated outside of North End Gallery, plein aire painting was hosted by Nicole Stewart, and the St. Mary' County Arts Council unveiled its new office in the Leonardtown Square Building. Despite the rain and the band having to cancel, the event was well-attended and over 150 ArtWalk ballots were turned in. **Pink Friday** is coming up October 6 and will include the Uplifting Designs Bra Art Contest sponsored by the St. Mary's County Arts Council. And the new Public Art Project will be unveiled.

The SMC Chamber of Commerce-sponsored Taste of St. Mary's will be held this Saturday, September 16th, from 1:00 - 5:30 p.m. The event has 23 vendors, live music, children's activities and a small car show. Washington Street from Fenwick Street to Courthouse Drive will be closed from 8:30 a.m. – 6:30 p.m., however, Fenwick Street businesses and the Post Office will be openly accessible to the public.

A reminder that Saturday, September 23rd at 10:30 a.m. is the SMC Fair Parade. Parade formation starts at Leonardtown High School.

September 30 is the Friends of the Poor Walk, starting at St. Aloysius at 9:00 a.m.

The Annual Tractor Parade will be held on Sunday, October 8 from 1 – 3 p.m. A majority of the Square will be closed from 12:30 – 2:30, with a partial closure from 2:30 – 3:30.

The 51st Annual Oyster Festival is the weekend of October 21-22 at the St. Mary’s County Fairgrounds.

The month of September has been designated as the month for Childhood Cancer awareness. Please take some time this month to remember the Scully family and consider contributing to the fight against Childhood Cancer.

Kudos to Cpl. Nelson for enthusiastically jumping into her new duties, including our crazy event schedule and the weekly Rock Challenge!

Committee meetings and planning are currently underway for the Veterans Day Parade @ 10 a.m. on Saturday, November 11, and Christmas on the Square, 5 – 9 p.m. on Friday, November 24th.

Mark your October and November calendars: 10/6 Pink Friday; 10/8 So. MD Antique Power Association Tractor Parade; 10/13 St. Aloysius Candlelight Vigil for Our Lady of Fatima; 10/14 St. Mary’s Ryken 5K; 10/21 Coastal Arts Market featuring music by Joe Parsons, Trick-or-Treat on the Square, St. Mary’s County Oyster Festival; 10/22 Oyster Festival; 11/3 Grateful Harvest Food Drive; 11/11 Veterans Day Parade and Memorial Wreath Laying; 11/24 Christmas on the Square; 11/25 Small Business Saturday

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Saturday, Sept. 16	9 AM – 3PM 1 - 5:30 PM	Coastal Arts Market w/ SMAWL at the Wharf Taste of St. Mary’s in Leonardtown Square
Sunday, Sept. 17	2 - 6 PM	SUP/Yoga/Spin Class at the Wharf
Thursday, Sept. 21	3 - 9 PM	St. Mary’s County Fair @ Fairgrounds <i>Parade – Commissioners invited to Participate</i>
Fri., Sept. 22, Sat., Sept. 23	9 AM – 9 PM	
Saturday, Sept. 23	10:30 AM	
Sunday, Sept. 24	9 AM – 6 PM	
Tuesday, September 26	11:30 AM	SMC Chamber of Commerce State of the County Luncheon @ Bay District Volunteer Fire Department Social Hall
Wednesday, September 27	5 – 6:30 PM	Chamber After Hours, hosted by Corinthian Yacht Club 48555 Bean Road Ridge, MD. 20680
Saturday, September 30	9 AM	Friends of the Poor Walk @ St. Aloysius Church
Friday, October 6	5 – 8:00 PM	Pink Friday for Breast Cancer Awareness
October 7-8	SAT 11 AM - 10 PM SUN 11 AM – 6 PM	Blessing of the Fleet @ St. Clement’s Island Museum, Colton’s Point
Sunday, October 8	1 – 3:00 PM	Antique Tractor & Truck Parade

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Friday, Oct. 13	8:30 AM 8:15 PM	LBA Meeting @ Big Larry's Eatery Candlelight Procession for our Lady of Fatima in the Leonardtown Square
Saturday, October 14	8:30 AM	St. Mary's Ryken 5K
October 21-22	SAT 10 AM-6 PM SUN 11 AM-6 PM	SMC Oyster Festival @ Fairgrounds
Saturday, October 21	9 AM – 3PM 12:30 – 2:30 PM 3 – 5:00 PM	Coastal Arts Market at the Wharf, including <i>Live Music with Joe Parsons</i> Trick-or-Treat on the Square

Community Development and Strategic Planning

Mayor Burris noted that Council receives a list of all the projects going on around Town. Ms. Stuckert remarked that the Shepherds Old Field Market has hit a few roadblocks and they are pushing back the opening date to the spring of 2018.

Councilmember Roberts inquired about the slips at the Wharf and Ms. McKay responded that design is almost complete and she is working with Mr. Wheatley on the permit which we hope to have completed by this fall to get this out to bid.

ENR Upgrade – Laschelle McKay

Ms. McKay noted that we are pretty close to wrapping up with a few items to be completed this month and then they will work on some of the final details.

SMMA Update – Leslie Roberts

Councilmember Roberts reported that the next meeting is this Wednesday, hosted by the Town of La Plata with Councilmembers Roger Mattingly, Jay Mattingly and myself attending. Councilmember Jay Mattingly serves as a District Vice President of MML and recently attended the MML Board meeting. He said the biggest topic is the opioid crisis and how all of the Towns can come together to focus on this issue.

Safety and Emergency Preparedness – Jay Mattingly

Nothing to report at this time.

Mayor Burris entertained a motion for adjournment.

Councilmember Jay Mattingly moved to adjourn at 4:40 p.m.; seconded by Councilmember Roger Mattingly, 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

Absent
Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Roger L. Mattingly, Councilmember