

Commissioners of Leonardtown
Town Council Meeting Minutes
February 11, 2008 ~ 4:00 P.M.

Attendees: J. Harry Norris, Mayor
Walter Wise, Vice President
Thomas Collier, Councilmember
Robert Combs, Councilmember
J. Maguire Mattingly, III, Councilmember
Leslie E. Roberts, Councilmember

Also in attendance were: Laschelle Miller, Town Administrator; Rebecca Sothoron, Town Treasurer; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Jackie Post, Fiscal Clerk and Videographer; Dan Burris, LBA; Mary Joy Hurlburt, St. Mary's Ryken High School; Mike Mummaugh, Paragon Properties; Laura Huell, RWSM; John MacDonald, Four Star Pizza; Deputy Allen, Sheriff's Office; Dr. and Mrs. Icenhower, Residents. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Norris called the regularly scheduled meeting to order at 4:05 p.m. After the recitation of the Pledge of Allegiance, Mayor Norris proceeded to take up the first item of business.

Approval of Minutes:

The meeting minutes for the January 14, 2008 Town Council meeting were presented for approval.

Mayor Norris entertained a motion to approve the January 14, 2008 Town Council meeting minutes; Councilmember Mattingly moved to approve the minutes as corrected; seconded by Councilmember Collier; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Miller reported that Ms. Sothoron is not in attendance today but did provide Council with a written report in their packets.

Mayor Norris asked if there were any questions or concerns. There being none he moved on to the next order of business.

Four Star Pizza – Request for letter of support for a Liquor License.

Ms. Miller reported that Council has a letter in their packet from Four Star Pizza requesting a liquor wine and beer license.

Mr. MacDonald with Four Star Pizza explained that they have been established in Leonardtown for thirteen years and have moved from a buffet to more of a full service dining restaurant a few years ago. Competition for customers has increased in the downtown area and we have customers who would like to have beer with their pizza.

Councilmember Roberts noted that the one concern she has is that the majority of the staff is under the age of 21 and keeping it under control is an issue. We have received a lot of requests for liquor licenses and our commitment is that if an establishment is serving it is an ancillary service.

Mr. MacDonald responded that this has been considered and they have made a commitment that either he or Joe Drury will always be at the restaurant at all times. We have tried to steer clear of serving liquor but have found that we need to offer this service to compete with the other restaurants.

Mayor Norris commented that the Town only provides a recommendation, it is up to the Alcohol and Beverage Control Board to approve but we have not experienced any serious problems with restaurants serving alcohol.

Councilmember Roberts moved to approve sending a letter of support in favor of Four Star Pizza receiving an on-site sale beer, wine and liquor license; seconded by Councilmember Wise, no further discussion, motion passed unanimously.

Ryken Annexation- September 12, 2005 a resolution of annexation was passed for Ryken High School. I have enclosed a copy of the minutes and Resolution 1-05 for your review. The motion stated that the annexation would be effective once a water meter was installed, Metcom agreed to the EDUs remaining on Metcom's list and the CAC issues were resolved. The CAC issues were resolved effective 1/9/08 (see attached letter), the EDU issue was resolved 5/2/06 (see attached BOCC minutes). The only outstanding issue is the water meter. Representatives of the school have asked for a one year extension until engineering of the new field and athletic center can be completed to know where to place the meter vault. It is a significant size and they don't want to have to move it later. They will show the proposed master plan this afternoon. The proposal is to put up a \$40,000 bond until the meter is in place. The only action needed today is agreement to accept the bond.

Ms. Mary Joy Hurlburt came forward and provided a brief overview of the project pointing out the new facilities on the master plan to the Council members. She also asked if we would accept a letter of credit versus a bond. We expect to have it all completed by 2010 if not earlier.

Ms. Miller responded that a letter of credit would be acceptable and that the Resolution will go into effect on the Council agrees to provide the school with a one year extension for the water meter.

Mayor Norris asked for a consensus that all of the Council members were in agreement to continue with the Ryken Annexation as presented. The Council members agreed they were in consensus.

Police Report – Deputy Allen

Deputy Allen reported that there were very few incidents for the month of January. Some of the statistics listed on my report were incidents outside of the Town but I have to incorporate that in my overall report. I was also out to attend some required training.

Ms. Miller has indicated that Council wanted me to be diligent about fast moving traffic along Washington Street. Deputy Peacher and I ran the laser gun along Washington Street and we issued eight citations after pulling over ten vehicles over a 90 minute period. The Town's radar and laser guns, which are clearly marked as Town property, are presently being re-calibrated.

Another concern was Leonard's Freehold and Leonardtown Village and I did speak with the property manager, who is on top of many of the situations there. I did suggest some additional floodlights and trash cans which have been helpful.

Mayor Norris thanked the Deputy for her report and stated that on today's agenda is the Concept Approval for the Medical Office Buildings which was tabled last month to provide the residents more time for comment. I have spoken with different residents who have indicated they have formed and are having their first HOA meeting on February 28. They asked if Council would consider tabling this again so that they can discuss this at their first meeting. I spoke with Mr. Davis and he agreed, so if there are no objections, we will table this and take this up at the March meeting.

All the Council members were in agreement. Mayor Norris thanked everyone for their cooperation and support.

Planning Department – DeAnn Adler

Planning and Zoning Meeting – January 21, 2008

Ms. Adler reported that the January meeting was cancelled as there were no cases to be heard at that time.

Upcoming Planning and Zoning Meeting – February 19, 2008

This month's meeting will be heard on Tuesday, February 19, 2008 and the cases to be heard are:

- Case # 10-08 - True Value Parking Lot Expansion at the Shops of Breton Bay. The applicant is asking for approval to expand the parking lot at the north end of the Shops of Breton Bay by twenty spaces. This lot was shown on the original shopping center concept plan.
- Case # 64-04 – Leonard's Grant Phase I. The applicant would like to obtain approval to make two minor changes to the conservatory plat.

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- Case #4-05 – McIntosh Run. The applicant, Mr. Wayne Davis, is requesting final concept approval again as the original concept approval has expired.

Ms. Adler reported that she has completed her review of all expired and about to expire approved projects and building permits, and letters of notice have been sent out to the owners.

This month I will be working on compiling a list of zoning text amendments for any changes we may want to make to our zoning code. If you have any changes you would like considered, please send them to me by the next Town Council meeting.

Town Administrator’s Report – Laschelle Miller

Introduction of Ordinance No. 132- A draft ordinance outlining the process for EDU allocation during the time period until the expansion moves forward is attached. The ordinance would be introduced this month and could be voted on next month.

Council members asked a few questions for clarification.

Leonardtwn Wharf Parking/Traffic Study Update- Tom Collier, DeAnn Adler and I met with Desman Associates on 1/22/08 to kick off the study. Councilmember Collier will give the Council an overview. At that meeting we got a better understanding of some of the tasks and would request adding task # 8 that was delayed previously, back into the approval. The additional amount is \$1,420 for a total contract of \$16,000.

Councilmember Collier stated that they had a very good meeting and the two gentlemen in the meeting understood the scenario we faced and they made a lot of good points during the meeting. After going through each task with them, they explained in more detail, one of the tasks that I had previously asked to be placed on hold. In particular, Task # 8, they provided some modifications and I determined that it would be to our benefit to include, so I would like to ask Council that we include or add Task #8 back in, which is an additional \$1,420 and brings the total of the contract to \$1=65,000.

Mayor Norris entertained a motion.

Councilmember Collier moved to amend the contract to reflect the addition of Task #8 for a total contract cost of \$16,000; seconded by Councilmember Mattingly, no further discussion, motion passed unanimously.

St. Aloysius Deed for Streetscape- The Archdiocese has signed the deed for the strip of land in front of the church and school needed to complete the streetscape project. Approval of the Council is needed for the Mayor to sign the deed. The streetscape bids were opened last week. Six bids were received. All were significantly under the estimates. The project will be moving forward this spring. We are awaiting word on award of the bid.

Councilmember Roberts moved that the Mayor has authorization from the Council to sign the deed; seconded by Councilmember Collier, no further questions, motion passed unanimously.

Rt. 245 Rezoning Committee Report- The committee met a number of times and a draft vision statement for the area is attached. Also an overview of the proposed uses and a list of committee members are attached. The suggestion is to hold a public meeting for all neighbors in the area in March. Based on those comments if there is an interest in moving forward then a zoning ordinance can be drafted for the Residential/Commercial Conservation District zone. After that public hearings could begin for the rezoning process. Direction from the Council is needed.

Council members agreed this committee should move forward as described.

Award Uniform Supply Contract- The Town has been using Cintas for uniform supply for the employees in the Utilities Dept. The contract expired and we put out a competitive bid for renewal. Two bids were received, one from Cintas and one from Aramark. The Cintas bid came back lower (pricing attached). Staff recommends awarding the three year contract to Cintas.

Councilmember Collier moved to approve awarding the uniform bid to Cintas as received; seconded by Councilmember Wise, no further discussion, motion passed unanimously.

Award Event Portable Toilet Contract- In previous years there has not been competition for the toilets for events. Now that a new company started offering the service in the area we publicly bid the contract for this year's five events.

Two bids were received:	T&T Sweeping	\$1,240
	United Site Services	\$ 510

Staff recommendation is to award the 2008 contract to United Site Services who has previously served the events and who has the lowest bid.

Councilmember Collier moved to approve awarding the Portable Toilet contract to United Site Services as received; Councilmember Mattingly seconded, no further discussion, motion passed unanimously.

Mayor's Report

Mayor Norris stated that he met with Father Dakes who has two different groups the Parish Counsel and the Finance Committee. From both of these groups he would like to get a few people who would like to represent the church and the school as far as their interest in the future development in Academy Hills.

I also heard from three different groups in Academy Hills that I previously mentioned will be gathering to hold their first HOA meeting on February 28. This will allow us to hear from them collectively from their representative(s) they vote on at their meeting.

Also, we have postcards we are waiting to receive back from the printers, to send out to our residents seeking volunteers to serve on our various boards and committees.

Council Reports:

Events – Councilmember Mattingly:

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Tuesday, Feb. 12		ELECTION DAY
Tuesday, Feb. 12	9:00 AM	Chamber Tourism Committee meeting @ SM Airport Conference Room
Wednesday, Feb. 13	8:30 AM	LBA Meeting @ Tudor Hall
Saturday, Feb. 16	6:00 PM	Texas Hold ‘Em/Las Vegas Night @Leonardtwn Volunteer Fire Dept.
Thursday, Feb. 28	7:00 PM	Southern Maryland Legislative Reception @ Loew’s Annapolis Hotel
Monday, Feb. 25	7:30 AM	Chamber 2007 Legislative Breakfast @ J. T. Daugherty Conference Center
Wednesday, Feb. 27	5:30 PM	Chamber Business After Hours @ Marrick Homes model home in Ben Oaks subdivision in Mechanicsville at corner of Rt. 5 & 235

Grounds – Councilmember Combs:

Councilmember Combs reported he is waiting on news regarding grants. The Governor did have money listed in his budget for Parks and Playground for the Port of Leonardtown.

Streets and Roads – Councilmember Wise: **No report**

Capital Projects – Councilmember Collier:

Councilmember Collier reported that they are working on getting the new pumping station operational.

MML/SMMA – Councilmember Roberts:

Councilmember Roberts reported that on January 26, she attended the MML Board of Directors meeting and Governor O’Malley spoke to us for about an hour. The Mayor’s Conference was

held in February which Mayor Norris attended and the next SMMA meeting will be held in March in La Plata.

Councilmember Roberts commented that the Southern Maryland Legislative Reception is a great event to attend and asked if anyone would like to attend.

Mr. Burris stated that the Chamber of Commerce was providing a bus for \$10.00 a person to attend.

Councilmember's Roberts, Mattingly and Combs, along with Mrs. Combs will attend and asked Ms. Dimsey to secure seats on the bus and tickets to the event.

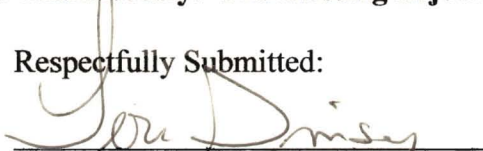
Ms. Miller informed the Council that the Cookbook Committee is actively seeking recipes and would like to get a favorite recipe from each of the Council members to be printed in the cookbook. We need the recipes by April 1, 2008.

Mayor Norris stated that he is requesting an executive session immediately after the Town Council meeting for personnel issues.

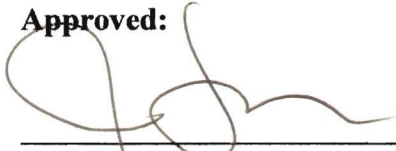
Adjournment:

Councilmember Mattingly moved to adjourn the meeting. Councilmember Collier seconded the motion, which passed unanimously. The meeting adjourned at 5:07 p. m.

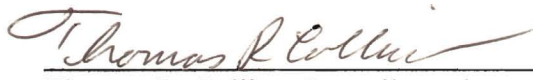
Respectfully Submitted:


Teri Dimsey, Recording Secretary

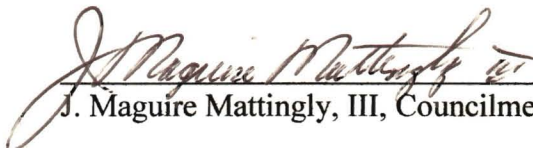
Approved:


J. Harry Norris, III, Mayor


Walter Wise, Vice President


Thomas R. Collier, Councilmember


Robert C. Combs, Councilmember


J. Maguire Mattingly, III, Councilmember


Leslie E. Roberts, Councilmember