



Commissioners of Leonardtown

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J. HARRY NORRIS
Mayor

LASCHELLE E. MILLER
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **July 14, 2008 ~ 4:00 P.M.**

Attendees: J. Harry Norris, Mayor
Walter Wise, Vice President
Dan Burris, Councilmember
Thomas Collier, Councilmember
Robert Combs, 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; Mike Mummaugh, Paragon Properties. 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 June 9, 2008 Town Council meeting were presented for approval.

Mayor Norris entertained a motion to approve June 9, 2008 Town Council meeting minutes; Councilmember Collier moved to approve the minutes; seconded by Councilmember Burris; no further discussion, motion passed unanimously.

Ms. Miller remarked that there were some changes to the agenda. Under the Treasurer's Report, the Audit Engagement letter was added and we were planning to introduce three ordinances today, numbers 141, 142 and 143. We are removing numbers 142 and 143. We will only be introducing Ordinance number 141.

Mayor Norris turned the meeting over to Vice President Wise to run in his absence while he steps out.

Councilmember Wise asked for the Treasurer's Report.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that the packets contain information for June 30. This information is not audited. Year end expenses and accruals that will continue to happen during July and August. These are just preliminary numbers. During the month \$155,000 was transferred to the checking account.

Ms. Sothoron stated that the next project she will be working on is the tax billing and normally by the end of the month the data is available and hopefully during the first week of August all of the processing will be done and the bills will be mailed.

Ms. Sothoron remarked that the trash contractor is entitled to a CPI adjustment as part of the contract but it is capped at 3%. Technically, I need to wait until the June CPI data is released but I am sure it will be at least 3%. I will recalculate the rates and bring it back before Council at the August meeting. The service charges we will charge the customers begin July 1 but, the bill goes out September 30. We will place this information on our website and it will be announced and voted on at the August meeting.

Ms. Sothoron commented that in regard to the new agenda item mentioned by Ms. Miller, the Council members were provided with a copy of the full engagement letter submitted by Murray, Wamsley and Schrader. They are requesting an increase, more substantial than we were expecting because there are new risk assessment standards. The price they have proposed is \$12,300 on a year to year basis. Last year's fee was \$9,850. During our budget cycle we did not have this information and an estimate was made of \$10,500. Council does need to review the proposal and decide if we should extend this contract.

Councilmember Roberts noted that this was more substantial than expected and after some research it was determined that this was in line with what other Town's were paying.

Ms. Sothoron responded that the research done last year did show we were paying less than other Towns and this year's price is still lower than what other Town's are paying.

Councilmember Roberts moved to accept the proposed increase in audit fees from \$9,850 to \$12,300 with Murray, Wamsley and Schrader to perform auditing services; Councilmember Combs seconded, no further discussion, motion passed unanimously.

Budget Amendment – BJ01-09 – Reduce FY09 Budget for Streetlights Purchased in FY08

Ms. Sothoron reported that this is the corresponding Budget Amendment to one that Council approved in June to use some funding from 2009 in 2008 to purchase street lamps for the Washington and Fenwick Street corridor as State Highway is moving forward with their project. This is the decrease using the 2009 money we appropriated in 2008.

Councilmember Roberts moved to accept the request for Budget Amendment BJ01-09 moving the money from 2009 to 2008 for the purchase of street lamps; Councilmember Burris seconded, no further discussion, motion passed unanimously.

Planning Department - DeAnn Adler

Ms. Adler reported that the Planning and Zoning meeting held June 21, 2008 heard four cases:

- **Case # 43-08 Educational Outreach Center at 22750 Dorsey Street** – There was a public hearing held for the intended use of this single family house to be used as a reading room, tutoring help center and other community activities to benefit the families living in the surrounding area. This will be run in partnership with First Saints Community Church and Leonard’s Freehold. There were no objections from members of the community and the Planning and Zoning Board voted to allow this use in an R-SF zoning jurisdiction.
- **Case # 45-08 J. Louis Edwards Subdivision Request on Potato Hill Farm Road** – This request was to subdivide a farmstead and give a 3 ac. lot to a family member. This request was approved.
- **Case #48-08 SMECO Concept Plan, off of Hollywood Road** – Representatives from SMECO made a presentation of a concept plan for some proposed changes to their property.
- **Case #49-08 St. Mary’s Hospital Office Building** – Representatives from the hospital made a presentation and asked for concept approval for a new office building they are proposing on their site. This request was approved.

At this month’s meeting, scheduled for July 21, 2008 we have two cases to be heard, they are:

- **Case # 48-08 SMECO Request for Rezoning** – A public hearing will be held to hear comments regarding the rezoning of a parcel of land adjacent to the SMECO property. SMECO is requesting a zoning change from R-SF to C-B to add an additional emergency overflow parking area.
- **Case # 70-06 Community Bank Sign Variance Request** – The new Community Bank is requesting a variance to allow an L.E.D. light display in the middle portion of their new sign. The Planning and Zoning Commission will be forwarding their recommendations to the Board of Appeals, which will be holding a hearing on this request on Sept 9th.

Introduction of Ordinance No. 141 – Zoning Amendments

Ms. Miller introduced Ordinance #141. This ordinance is to add wineries as an allowed use in the Recreation and Parks District. It is under Article 10A – Recreation and Parks section 155-47. We are only making an additional under section C-3 to include a Winery as a permitted use so that we can continue with the development of the Port of Leonardtown. A Public Hearing is scheduled during the upcoming Planning and Zoning Commission.

Councilmember Burriss referred to section B. that says “preserve and permanently protect”. Does this restrict any future changes? He would like to see it taken out to avoid any future problems.

Ms. Miller stated that it does not put any official deed restrictions on the lot but will have the word “permanently” removed in two places under section B.

Police Report – Deputy Simonds

Deputy Simonds reported that for the month of June he responded to regular calls for service and patrolled the streets and neighborhoods, the schools, different businesses and the Wharf. The Deputy stated that they conducted a Drug Interdiction Operation on the 18th of June around the area of Norris circle. Numerous vehicles were stopped, four vehicles scanned by K-9 team for drugs. The narcotic's detection dog did alert to some residual odor but no drugs were found. A number of traffic enforcement operations were conducted by the traffic safety unit. We did conduct a radar assignment in the Singletree neighborhood upon several requests from the residents.

Ms. Miller asked Deputy Simonds to provide his ComStat information us to show the Secretary of Transportation who will be in Leonardtown attending the Capital for a Day event with the Governor and his entire Cabinet Secretaries.

Deputy Simonds responded he would provide Ms. Miller with this information along with a power point presentation that contains more detailed specifics.

Councilmember Combs asked Deputy Simonds if he will continue to monitor Norris Circle.

Deputy Simonds replied yes.

Town Administrator's Report - Laschelle Miller

Sub-recipient Grant Agreement – The Town received a \$62,000 Homeland Security Grant through St. Mary's County to purchase an emergency generator for our well system. In previous years the Town had \$100,000 in the Capital budget for this item. The estimated cost of the generator is \$72,000. The difference would need to be funded by the Town. Authorization is needed for the Mayor to sign the agreement.

Councilmember Burriss moved to authorize the Mayor to sign the Sub-recipient Grant Agreement from St. Mary's County to purchase an emergency generator for our well system; Councilmember Collier seconded, no further discussion, motion passed unanimously.

Drainage Issue – Washington St./Wharf Hill – Dr. Winnik has requested repairs to the indicated drainage area. Twice in the last eight years the Town has made some repairs to this drainage area. The recent problem areas are on the private property of Dr. Winnik, Tom McKee, and Ron Russo. We can pursue what the real problem is with Soil Conservation and bring their recommendations back before Council for a decision.

Council Members agreed to wait until they receive recommendations from Soil Conservation.

Winery – Ms. Miller stated that she has been working with the Grape Growers Co-Op and the St. Mary's County Economic Development Director; we are just at the point of putting forth a recommendation from the Co-Op, the State, the County and the Town to contract with a Winery

Consultant. It will be a contract with the Town and the County has authorized the money already. Once the consultant is on the project, he will finalize the drawings to be put out to bid.

Leonardtown Capital for a Day – Ms. Miller commented that she has provided Council with the most up-to-date schedule for the Capital for a Day event and briefed the Council on the plan for the day.

Ms. Miller noted that the Concert on the Square held this past Saturday was a big success and over 200 people attended.

Events

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Fridays in July	7:00 PM	2006 River Concert Series @ St. Mary’s College
Tuesday, July 8	9:00 AM	Chamber Tourism Meeting @ SMC Airport Conf Rm
Wednesday, July 9	8:30 AM	LBA Meeting
Saturday, July 12	7-8 PM	Evening Concert on the Square performed by Francis Bridge Jazz Quartet
Saturday, July 12	4-10 PM	Potomac Jazz & Seafood Festival @ St. Clement’s Island Museum
Tuesdays, July 15, 22, 29	6:45 PM	CSM’s Twilight Concert Series @ Leonardtown Campus
Saturday, July 19	7-8 PM	Evening Concert on the Square performed by River Concert Series Brass Ensemble
Wednesday, July 16	11:30 AM	Chamber Members Luncheon @ Outback Steakhouse
Wednesday, July 23	5:30 PM	Business After Hours @ St. Clement’s Island Museum
Saturday, July 26	6– 9 PM	Downtown Tunes/Country & Bluegrass
Saturday, August 9	4- 9 PM	Beach Party on the Square
August 7 - August 9		Bluegrass & Country Music Festival @ Goddard Farm
Saturday, August 23	6-9 PM	Downtown Tunes/Rock n Roll

Capital Projects – Councilmember Collier:

Councilmember Collier reported that the Streetscape project is starting back up again after some engineering corrections.

Parks – Councilmember Combs:

Councilmember Combs reported that he will be meeting with Verizon at the Port of Leonardtown to discuss burying the lines.

Streets and Roads – Councilmember Wise:

Councilmember Wise reported the paving along Duke/Longmore Streets had been completed.

MML/SMMA – Councilmember Roberts:

Councilmember Roberts reported that the next SMMA meeting will be held in September.

Adjournment:

Councilmember Collier moved to adjourn the meeting. Councilmember Burris seconded the motion, which passed unanimously. The meeting adjourned at 4:40 p.m.

Respectfully Submitted:

Teri Dimsey, Recording Secretary

Approved:

J. Harry Norris, III, Mayor

Walter Wise, Vice President

Daniel W. Burris, Councilmember

Thomas R. Collier, Councilmember

Robert C. Combs, Councilmember

Leslie E. Roberts, Councilmember