



# Commissioners of Leonardtown

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J. HARRY NORRIS  
Mayor

LASHELLE E. MCKAY  
Town Administrator

## **Commissioners of Leonardtown** **Town Council Meeting Minutes** **March 8, 2010 ~ 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: Rebecca Sothoron, Town Treasurer; DeAnn Adler, Plans Reviewer; Teri Dimsey, Recording Secretary; Jackie Post, Fiscal Clerk; Jay Friess, Enterprise; Mike Mummaugh, Paragon Properties; Roger Mattingly, Resident. 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. and called for the recitation of the Pledge of Allegiance.

Mayor Norris announced that there will be an executive session following this meeting for possible litigation. We do have a request for a liquor license letter of request that will be added to today's agenda.

Mayor Norris proceeded to take up the first item of business.

### **Approval of Minutes:**

The meeting minutes for February 8, 2010 Town Council meeting were presented for approval.

**Councilmember Burris moved to approve the February 8, 2010 Town Council meeting minutes; seconded by Councilmember Wise; no further discussion, motion passed unanimously.**

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**COUNCIL:** WALTER WISE, *Vice President* DANIEL W. BURRIS  
THOMAS R. COLLIER ROBERT C. COMBS LESLIE E. ROBERTS

**Treasurer's Report** – Rebecca Sothoron

Ms. Sothoron reported that Council's packet included the February financial information. A total of \$100,000 was transferred in February to the LGIP. We are 67% through the budget year. The second quarterly income tax distribution was almost identical to the prior fiscal year. In all likelihood we are looking at total annual revenue for this fiscal year that will be very close to our 2009 revenue. This means that although we budgeted \$375,000 for income tax we are probably going to be closer to \$325,000 which is a \$50,000 deficit in that one line item. This, along with a few other items, will require budget amendments which will be brought before Council at the next meeting. We do see favorable numbers on the building and occupancy permit revenue. We have received reimbursements toward Community Development events which now show that none of the events are over budget.

Councilmember Roberts inquired about the public utilities and accommodation tax.

Ms. Sothoron responded that the public utilities tax is based on assessment values generated at a bulk mail and not always received in a timely manner. The accommodation tax, which the County collects on our behalf, is submitted to us in July in a lump sum.

Ms. Sothoron noted that the Charter requires ordinances to be introduced before they are adopted and today she is introducing Ordinance #147 – Adopting the Budget and Setting the Tax Rate for FY 2011.

Councilmember Roberts noted that there is a \$12,000 line item for facilities maintenance under Public Works. We have spent very little of that and are 75% through the budget year, do we expect to spend all that?

Ms. Sothoron reported that this number represents \$1,000 a month. Because we had no history of the Wharf and the Port of Leonardtown annual maintenance, this is used as a placeholder to use for any necessary repairs.

**Planning Report** – DeAnn Adler

No Planning and Zoning meeting was held last month as there were no cases to be heard.

Next month's Planning and Zoning meeting is scheduled for Monday, March 15, 2010. Two cases are on the agenda to be heard.

**Case # 1-10 Van Wert, LLC – 22645 Van Wert Lane – Request for BOA recommendation.**  
The applicant would like clarification of the allowed uses for several parcels on Van Wert Lane.

**Case # 12-10 Leonard's Grant Lot 82 – Request for a lot line adjustment.**

**Deputy Report** - Deputy Smolarsky

Deputy Smolarsky reported that there were no significant crime trends this past month. There have been some parking issues on CSM's campus and I have met with them to come up with some alternatives.

## **Town Administrator Report** – Laschelle McKay

**Patuxent Velo Bike Race-** Hans Welch is here to discuss the return of the Leonardtown Criterium Bike Race on Sunday, May 16<sup>th</sup>. Mr. Welch has been working with the Fire Dept. and Pax Velo to work out prior issues. Mr. Welch and Mr. Steve Whetstone are here today to answer your questions.

Mr. Welch explained the route the race will follow and the details of the event and how they have corrected or put into place solutions to the problems encountered in the past.

Councilmember Roberts noted that she is a supporter of the bike race especially once the Fire Department issue was resolved. The courtesy issue is one that needs to involve all the participants, making sure the racers stick to the parking lots and not set up bike practice in front of the businesses doorways.

Councilmember Burris commented that they also need to check with Mattingly Gardiner Funeral home in particular so as not to interrupt any services and other businesses in the race path as needed and to consider residents driving in and out of their neighborhoods and driveways.

Mr. Welch remarked that there is a marker at the Wharf indicating that the first bike came to Leonardtown in 1879. The theme for this year's race will be that 131 years ago, the first bike came to Leonardtown and the bike is back in Town. We plan on about 300 to 350 racers and many will bring their family or friends to town to watch the race.

**Council Members came to a consensus for the Pax Velo to be held this year in Leonardtown.**

**MOU with St. Marys County for Phase II of the Stearns and Wheler Study-** Phase 1 of the Land Application Study has been completed. St. Mary's County is ready to move forward with the next phase which is two phases of soil and hydro geological tests. This MOU defines the scope of work that will be performed on the two selected sites, the Governmental Center and the Hayden Farm. Funding is still 100% from County government. Authorization is needed for Mayor Norris to sign the Memorandum of Understanding.

**Councilmember Collier moved to approve authorization for the Mayor to sign the MOU with St. Mary's County for Part One and Part Two of Phase II for the Stearns and Wheler Study; Councilmember Burris seconded, no further discussion, motion passed unanimously.**

**Port of Leonardtown Winery Signage Bid Award-** The signage project was publicly bid and advertised. Five bid proposals were received; a breakdown of the bids is attached to your report. Funding for this project is provided by a grant from the Southern Maryland Heritage Area. The recommendation is to award the bid to D&G Kustom Specialties in the amount of \$2,000.

**Councilmember Combs moved to approve awarding the bid for the signage proposal to D&G Kustom Specialties; seconded by Councilmember Collier, no further discussion, motion passed unanimously.**

**Kayak Floating Dock Bid Award-** The proposed floating kayak dock to be located at Leonardtown Wharf was publicly bid and advertised. Requests for proposals were sent to a list of 11 companies. Two bids were received as noted below. The recommendation is to award Delahay Construction the low bid of \$9,750. The funding for this project is coming from the Dept. of Natural Resources; see the attached approval letter in your packet. The project is required to be complete by April 15, 2010 in time for Earth Day.

Delahay Construction	\$ 9,750
Randy's Pier and Seawall	\$13,726

**Councilmember Roberts moved to approve awarding the Kayak Floating Dock bid to Delahay Construction; seconded by Councilmember Combs, no further discussion, motion passed unanimously.**

**Rt. 245 Traffic Planning Study** – A kick-off meeting was held with all the parties involved. Council will be noticing on the road, the group doing the traffic counts and we will be holding stakeholder meetings to gather information about the concerns of all the parties.

**Maryland Energy Grant** – We first learned of this grant at the SMMA meeting which was being channeled through Maryland, distributed based on population size. Our portion is \$13,000 and we just received a grant agreement which outlines that it has to be an energy related efficiency project on Town property. There is a significant amount of reporting that has to be done and they have to approve any projects we identify.

**Councilmember Roberts moved that we move forward on identifying a project and sign the grant agreement; Councilmember Wise seconded, no further discussion, motion passed unanimously.**

**Mayor's Report – Mayor Norris** - No Report

### **Council Reports**

### **Events - Councilmember Burris:**

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

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Friday, March 12	8:30 AM	LBA Meeting
Friday, March 12	5-8 PM*	Friends of the Library Annual Book Sale
Saturday, March 13	10 AM – 5 PM	*Friday is members only – join at the door
Sunday, March 14	12 – 4:30 PM	

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

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Meeting</u></b>
Thursday, March 25	11:00 AM	Maryland Day @ St. Clement's Island
Wednesday, March 24	5:30 PM	Chamber Business After Hours @ Northern Senior Center 29655 Charlotte Hall Rd., Charlotte Hall
Saturday, March 27	1-4 PM	Disability Awareness Day @ Leonard Hall Recreation Center
Saturday, March 27	6 PM	Comedy Show at Leonardtown Fire House \$50 per ticket - Contact Roger Mattingly <a href="mailto:rogr69@verizon.net">rogr69@verizon.net</a> (Seating at 7 p.m. - show starts at 8:30 PM)
Friday, April 2	5-8 PM	First Friday in Leonardtown @ participating Town businesses
Sunday, April 4	7 AM	Son Rise Service at the Wharf Leonardtown Church of the Nazarene Pastor Tim Grose

**Parks – Councilmember Combs:**

Councilmember Combs reported that the St. Mary's Garden Club will be providing a landscape plan for the Port of Leonardtown with a budget of \$1,500 to include many native plants. They hope to begin work once the patio has been completed.

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

**MML/SMMA – Councilmember Roberts:**

Councilmember Roberts reported that she attended last month's SMMA meeting. She reported on the Town's activities and noted in particular the upcoming winery opening.

**Capital Projects – Councilmember Collier:**      **No Report**

**Mayor Norris entertained a motion to adjourn this meeting and move into executive session on potential litigation.**

**Councilmember Combs moved to proceed as discussed in Executive Session; Councilmember Collier seconded in the motion, which passed unanimously.**

**Councilmember Collier moved to adjourn the meeting at 5:27 p.m.; Councilmember Combs seconded the motion, which passed unanimously.**

Respectfully Submitted:

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Teri Dimsey, Recording Secretary

**Approved:**

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J. Harry Norris, III, Mayor

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Walter Wise, Vice President

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Daniel W. Burris, Councilmember

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Thomas R. Collier, Councilmember

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Robert C. Combs, Councilmember

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