

**Commissioners of Leonardtown**  
**Town Council Meeting Minutes**  
**October 14, 2013**

Attendees: Daniel W. Burris, Mayor  
Leslie Roberts, Vice President  
Thomas R. Collier, Councilmember  
Hayden T. Hammett, Councilmember  
J. Maguire Mattingly IV, Councilmember  
Roger L. Mattingly, Councilmember

Also in attendance were: Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Teri Dimsey, Secretary; DeAnn Adler, Plans Reviewer; Maria Fleming, Events Coordinator. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris stated that the first order of business was the Invocation and then the Pledge of Allegiance.

**Approval of Minutes**

Meeting minutes for the September 9, 2013 Town Council meeting were presented for approval.

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

**Councilmember Tom Collier moved to approve the September 9, 2013 minutes as presented; seconded by Councilmember Jay Mattingly; motion passed unanimously.**

**Treasurer's Report** – Rebecca Sothoron

Ms. Sothoron reported that the financial report was included in Council's packet. During the month no transfer of funds was made to or from the checking account. We are 25% through the budget year.

**Budget Amendment required for BJ01-14 Highway User Revenue.** This is the first one for FY14 and does need Council approval. It is to increase the HUR and the corresponding road maintenance budget for the amount of funding that we are expecting to receive in addition to the one time capital grant. We thought we were only getting a one-time capital funding but they have continued to reduce the annual Highway User funding.

**Councilmember Roberts moved to accept the Budget Amendment BJ01-14 which increases our Highway User Revenue and Road Maintenance Appropriation; Councilmember Collier seconded.**

*Mayor Burris asked for any discussion:*

*Mayor Burris asked how much was the amount?*

*Ms. Sothoron responded \$30,631.00 and the capital grant was \$53,000.*

*Councilmember Hammett, what is the amount we can expect going forward from the Highway User Funds in FY15.*

*Ms. Sothoron noted that they have provided an FY15 estimate that is just slightly higher than \$30,000. The capital will not recur unless something happens with this coming year in the State budget. The actual for FY13 was only \$22,000. Every year we report road mileage and we report vehicle registration and that plays into their calculations for our share.*

**Mayor Burris stated that there is a motion on the floor, all those in favor, motion passed unanimously.**

### **Bond Counsel Approval**

Ms. Sothoron reported that the other item on today's agenda is to request action on Bond Counsel Approval for the upcoming Maryland Water Quality financing loan for the ENR project. Proposal information from Funk and Bolton was provided for your review. It does include the Scope of Work and because we are not very far into the funding process we are estimating the principal amount. There are certain specifics that are not nailed down yet and they have put in a few potential add-ons to the price depending on what happens. Based on this proposal the cap would range from \$12,000 to \$15,250 and as we go along, if the actual time spent yields a lower price that is what they will bill us.

Councilmember Hammett asked when we would anticipate closing.

Ms. Sothoron responded that it will be within FY14 but not sure if it will be before the end of this calendar year.

The proposal also provides a significant description of experience that the firm and actual law counsel have. Approval is needed today to hire Funk and Bolton, and to also denote which official is to sign the authorization.

**Councilmember Roberts moved to accept Funk and Bolton's Bond Counsel proposal for MWQ FA Loan and give Mayor Burris signature authorization on this contract; seconded by Councilmember Collier, no further discussion, motion passed unanimously.**

Ms. Sothoron noted that work is continuing on the financial statements and the uniform financial reports. They have to be submitted by October 31. The audit presentation is scheduled for the November meeting.

**Planning & Zoning Report** – DeAnn Adler

The Planning and Zoning meeting for last month (September) was canceled as we had no cases for the agenda.

This month's Planning and Zoning meeting was scheduled for October 21, 2013. At this time we have no cases to be heard, so the meeting may be canceled.

Ms. Adler reported that a building permit was pulled for a small house at the end of Greenbrier Road. The Maryland Antique Center is undergoing renovations for a new tenant, G&H Jewelers.

**Police Report**

Mayor Burris reported that Deputy Smolarsky was unable to attend but noted that she provided a written report.

**Town Administrator Report** – Laschelle McKay

**St. Mary's Memorial Association Funds Classification** – The Memorial Association turned their remaining funds over to the Town at the July Town Council meeting. The minutes of that meeting are enclosed. We need confirmation from the Council that the intention was to restrict the funds for future memorial maintenance and upkeep. The funds must be shown differently on the financial statements if that is the case and we just want to clarify that that was the intention.

Mayor Burris stated that it is to ensure that any future boards understand that this money is specifically set aside for the monument maintenance.

**Council gave consensus to keep funds in a separate account to clarify its use for the memorial maintenance only.**

**Renewal of Street Sweeping Contract** – At the September 13, 2010 Town Council meeting, a three year contract for Street Sweeping services was awarded to T&T Sweeping. There were two one-year extensions available as well. We are recommending renewal of a one year extension to T&T Sweeping. One additional year will be available for renewal next year. Streets are added as they come into the Town system. The last ones added were Phases One and Two of Leonard’s Grant in 2012.

**Councilmember Roberts moved to award a one-year extension to T&T Sweeping; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.**

Ms. McKay reported that the November Town Council meeting has been changed to Tuesday, November 12, 2013 due to the Veterans Day holiday and parade.

Ms. McKay provided an update on the Port of Leonardtown project. Mr. Wheatley has done a great job along with AB&H on the parking lot and retaining wall. Part of the money to complete Phase I was from the Winery grant obtained from SMADC and part of it is from the Parks and Playground grant.

The Comprehensive Rezoning Plan Committee has met several times and is ready to move forward.

A meeting was held with Cedar Lane regarding the CBDG Grant which has entailed a lot of paperwork and it was put out to bid. They selected CSBI to manage the project. The bids are due in November 8<sup>th</sup> and hope to award the bid on November 22<sup>nd</sup> and start construction in January. We will have some items we hope to bring forward at the November meeting to meet the grant requirements.

**Mayor’s Report** – Mayor Burris

Mayor Burris reported that he met with Captain Will Gates of the Dove to discuss bringing the Dove to Leonardtown Wharf for the War of 1812 Raiders and Invaders Event. Unfortunately, the Wharf has a depth of 6 feet and the Dove needs a depth of at least 7 feet but is more comfortable with 10 feet. We are looking into having the boat tied further out on a buoy but we will have to try and work out the details. We do have other ships coming for the event but we will still explore our options for having the Dove.

Mayor Burris stated that he met with Shawn Davis, an engineer for Cherry Cove Development, developers of the new Old Line Bank site. Mr. Davis is also a speaker at the MML Fall Conference being held in Solomon’s Island this month.

**Events** - Roger Mattingly

Councilmember Mattingly thanked Ms. Fleming for her in-depth report.

He stated that the Antique Tractor Parade, sponsored by the So. Md. Antique Power Association to benefit The Christmas in April Foundation attracted a crowd smaller than usual due to the rainy weather but it was a success.

Linda Shepherd is finalizing the Fall/Winter issue of the Beacon newsletter planned for distribution in November.

Many thanks to the Craft Guild Shop for organizing Fall Follies again this year. Over 30 vendors took advantage of this wonderful opportunity to show and sell their hand-crafted items.

Organizers report that they had the largest participation ever for the 7<sup>th</sup> annual “Walk for the Poor” on Saturday, September 14<sup>th</sup>.

Congratulations to the staff of the St. Mary’s County Chamber of Commerce for another successful “Taste of St. Mary’s” that delighted a crowd of over 4,000 people this year.

Pink Friday, October 4, the Town was flocked with flamingos as a donation to Flocking to Cure Breast Cancer. Former *Blonde Ambition* sirens Patty Dorsch and Sheila Mattingly teamed up with Lissie Deere and Rosemarie Stanek to form the *Hot Toddies* for the first time ever and wowed the crowd with a versatile set of classic favorites. Beautifully decorated bras beguiled throughout the evening to support the First Friday efforts of raising money for breast cancer. With such clever themes as “Treasure Chest”, “Support our Troops”, and “Outta Sight” the Uplifting Art Exhibit fundraiser raised \$501! Thanks to Nell Elder and the SMC Arts Council for coordinating this component of the event! This year’s beneficiary, MedStar St. Mary’s Hospital, was on hand to provide information about breast cancer services.

Thanks to all who attended the groundbreaking ceremony for the Walter Francis Duke Elementary school. Pictures are available if you would like them.

The Southern MD Center for Family Advocacy sponsored a fundraiser concert and dinner at the Wharf. Special thanks to Teri Dimsey for helping with the planning, as well as Wiskers and Kevin’s Corner Kafe for providing the entertainment and food.

A fun afternoon of Scarecrow Making with the Craft Guild Shop, Trick-or-Treating with merchants around the Town Square, and a pet costume competition with SMAWL will take place in the Square from 1 – 3:00 PM on Saturday, October 26.

Ms. Fleming added that at 3:30 PM the film *Hocus Pocus* will be shown in the CSM Auditorium, Bldg. A. Admission is free, thanks to the Friends of the Leonardtown Theater and Big Larry’s! (Donations gratefully accepted).

Meetings are underway for the 2013 Veterans Day Parade and Memorial Ceremony to be held on Monday, November 11<sup>th</sup>. The parade begins at 10 AM. The parade will stage at Ryken High School and proceed on Fenwick Street, to Washington Street and the Town Square, and end on Courthouse Drive. The memorial ceremony will be held in the Town Square immediately following the parade. In the event of an inclement weather, the parade would be cancelled, but the memorial ceremony would be held at Leonard Hall. This year’s parade and ceremony will honor Capt. Walter Francis Duke and his family.

On Sunday, November 17 at 9:00 a.m. Leonardtown, MD will be the 3rd host city in the National Youth 5K Series, along with Annapolis and Baltimore. The National Youth 5K Series (NY5K) is

a 5K and 1mi (fun run) youth and family-friendly running series and 6-week youth running clinic. Organizers use this race series to provide kids with a recipe for success that can translate into other areas. Their goal is to teach and inspire kids to meet adversity with confidence because they have seen it before and practiced successful habits. The race is timed, and will start at the Wharf and proceed through the back streets of Town. Roads will not be closed, but traffic may experience temporary delays based on the number of participants.

“Christmas on the Square” will be held on Friday, November 29<sup>th</sup>, 5 PM – 9 PM. The Committee is currently booking stage entertainment and various holiday activities for the event. The Leonardtown Volunteer Fire Department is very supportive of this event, providing the sleigh, carriage, train, barrel and hay rides, and coordinating Santa’s arrival and the annual tree lighting.

The Leonardtown Volunteer Rescue Squad Auxiliary’s “Christmas Festival” will be held on Friday, November 29<sup>th</sup> at the Winegardner Auto showroom.

Santa and Mrs. Claus return to the Square on Saturday, December 14 from 11 a.m. – 1:00 p.m.

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

Wed., October 16	8:30 AM	Chamber Health Care Forum @ Southern MD Higher Ed. Ctr., California, MD
Sat., October 19 & Sun., October 20	10 AM – 6PM 11 AM – 6 PM	SMC Oyster Festival @ SMC Fairgrounds
Wed., October 23	5:30 PM	Chamber Business After Hours @ St. Mary’s Landing Apts., 21590 Pacific Dr., Lexington Park, MD
Sat., October 26	1 PM – 3 PM	Trick-or-Treat on the Square Leonardtown Square
Fri., November 1	5 PM – 8 PM	Celebration of First Fridays in Leonardtown
Thurs., November 7	11:15 AM	Chamber Member Luncheon with Sheriff Tim Cameron Wyle Conference Ctr, 22300 Exploration Drive Lexington Park, MD
Fri., November 8	8:30 AM	Leonardtown Business Association Meeting @ TBD
Sat., Nov. 9 & Sun., Nov. 10	9 AM – 5 PM 10 AM – 4 PM	Antique Show & Sale Leonard Hall Jr. Naval Academy
Mon., November 11	10 AM HOLIDAY	Veterans Day Parade Veterans Day – OFFICES CLOSED
Sun., November 17	9:00 AM	National Youth 5K

**Upcoming Events of Interest/Meeting Reminders:** (continued)

Thurs., November 28 Fri., November 29	HOLIDAY	Thanksgiving – OFFICES CLOSED
Fri., November 29 (Rain date: Sat., Nov. 30 @ 7 PM)	5 PM – 9 PM	Christmas on the Square & Tree Lighting Leonardtwn Square
Fri., November 23	5 PM – 9 PM	Christmas Festival Winegardner Showroom
Sat., Dec. 17	11 AM – 1 PM	Santa & Mrs. Claus on the Square

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

Councilmember Hammett reiterated that the Comprehensive Rezoning Committee has met and it has been interesting to note how many ideas for improvement come to light which we hope will benefit the entire community. The Sustainable Communities designation will also open up funding/grants to allow us to make more smart growth improvements.

**Capital Projects** - Tom Collier

Councilmember Collier reported that they have completed taking down some trees along Lawrence Avenue, preparing for some repairs in Academy Hills and storm drainage repair on Park Avenue.

**SMMA Update** - Leslie Roberts

Councilmember Roberts reported the MML Fall Conference is being held on Solomon's Island which means Council Members get to attend without incurring a lot of cost. They have quite a few sessions regarding current legislative issues, one of the more important ones, is the Highway User Revenue. The new ethic and open meetings laws require one of our Council to attend the training. Another current item is many of the Towns are moving toward Zero Waste; it will be interesting to hear more.

**Safety and Emergency Preparedness** – Jay Mattingly

Councilmember Mattingly reported he will be attending the next Emergency Preparedness meeting which will be held at the end of October in Laurel. He will be completing all but one of his required classes for the Academy of Excellence in Government.

**Mayor Burris reminded everyone that he will be available for discussion after the close of this meeting and entertained a motion to adjourn the meeting.**

**Councilmember Roger Mattingly moved to adjourn the meeting at 4:40 pm; Councilmember Collier seconded, 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 R. Collier, 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