



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown Town Council Meeting Minutes August 11, 2014

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

Absent: Thomas M. Combs, Councilmember

Also in attendance were: Teri Dimsey, Secretary; Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; DeAnn Adler, Town Planner; Maria Fleming, Events Coordinator; Dick Myers, The BayNet; Tom Mattingly Sr. LVFD; Mike Mummaugh, Paragon Properties. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris requested that Councilmember Hammett lead the invocation and asked Ms. Dimsey to lead the Pledge of Allegiance.

Mayor Burris moved on to the first order of business.

Approval of Minutes

Meeting minutes for the July 14, 2014 Town Council meeting were presented for approval.

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

Councilmember Roger Mattingly moved to approve the July 14, 2014 minutes as presented; seconded by Councilmember Roberts; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that during the month \$250,000 was transferred to the operating account. We are only 8% through the budget year. The property tax levy reported was \$538,500 which will be modified and reduced by about \$18,250 because there are a number of accounts in Leonardtown that are exempt from Leonardtown taxes which require an adjustment and will not show until the next report. This puts us at about \$520,000 and we have budgeted \$523,000. We will have the half-year tax billing that should make up the difference in January. Approximately 1,300 tax bills have been mailed to date. A fiscal year 2014 Financial Statement draft has also been prepared for your review.

The SMECO Public Utility Tax as mentioned previously was far below budget. We went back to the State Assessment Office and they have double checked to make sure they provided the correct information, which they did, but it has raised some red flags because it looks unusual. They will be investigating and getting back to us.

The auditors have done some preliminary work and will be returning in September to complete additional audit work.

Mayor Burris stated that last month Ms. Sothoron had stated that there would be another distribution for the income tax.

Ms. Sothoron responded yes and we checked but nothing has been posted yet.

Planning & Zoning Report – DeAnn Adler

The August Planning and Zoning meeting was canceled, as there were no items on the agenda.

Our next Planning and Zoning meeting is scheduled for Monday, August 18, 2014. Right now we have no items on the agenda, but the Old Line Bank may be coming in with plans for a new bank project to be built on the property behind the Dash-In on Newtowne Neck Road.

Police Report

Deputy Smolarsky reported that she provided Council with a written report. There have been no significant items to report. She continues to patrol the Town and monitor traffic along the main thoroughfares.

Town Administrator Report – Laschelle McKay

Community Parks and Playground Grant request from Leonardtown Fire Department – Mr. Tom Mattingly is present today to answer any questions. LVFD is working on a Firemen's Heritage Museum that would also house the Carousel from the old Carnival lot. They have asked the Town to apply for a \$200,000 Community Parks and Playground Grant that is the same type of grant we received for the Port of Leonardtown Public Park. The total cost of the project is \$734,040 and they have received a State bond bill for \$105,000 and the County is matching the

bond bill with \$105,000. The Fire Department would match this grant plus what would be required of \$324,040. A joint use agreement would need to be completed because we do not own the property and a sub-recipient agreement like the one we did for Cedar Lane. That would be giving the Fire Department responsibility because the grant funds would have to stay in public use for twenty years. The Fire Department is meeting tonight to take a vote on the project so any motion today would be contingent upon the Fire Department approving the grant.

Mr. Tom Mattingly remarked that they will be discussing the agreements at the meeting to be held tonight. Everyone feels this will be a great asset to the Town and a tourism venue and to highlight some of the struggles the community has gone through to provide quality fire protection over the years dating back into the 1800s. The idea is to preserve the carousel which has been owned and operated for sixty-five years and shared throughout the Southern Maryland counties and show Leonardtown Fire Department's history and its involvement in helping other fire departments evolve throughout Southern Maryland.

Mayor Burris noted that the Town will need a copy of the minutes from their meeting to confirm that the amount that the Fire Department is committing to and this will be included with the required grant documentation.

Councilmember Roberts moved to work with the Fire Department to apply for the \$200,000 Community Parks Playground Grant with the understanding that this is a pass-through grant and that the motion is contingent on the joint use agreement and the sub-recipient agreements being signed and some sort of clear documentation about the Fire Department providing matching funds for the project; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.

Grant Update

Regarding the Community Parks and Playground Grant that we received for the Port of Leonardtown; we have completed the bathrooms and are working on the construction of the pavilion using the Church Street Tower Roof. We will come back to Council on what to do with the remaining funds.

The Southern Maryland Agricultural Development Center Grant for the winery is complete. It was used for the retaining wall, the storage building cooling unit and the awning for the patio.

We did not receive the Maryland Historic Grant for the playground at the wharf. We are looking at other possibilities and options.

The survey and field work for the Community Legacy Washington Street sidewalk project has been completed and we are waiting on the report. We received the information from the State Highway Administration. We hope to begin work in mid-September.

We finalized the grant reports for the Raiders and Invaders event.

Ms. McKay also reported that Mr. Joe Bucior, Plant Operator, received a scholarship from the Water and Wastewater Operators Association for a complete registration and hotel stay to attend their conference this year. There are only four winners in the State.

Construction Management Services proposal for the ENR Upgrade

In March we bid the Construction Management portion of the project as required by MDE and in April reported that we received two proposals; one from GHD and one from Whitman Requardt & Associates. The committee reviewed the proposals and found that GHD had the lowest hourly prices. GHD then cost out the project total and their proposal for the 24 month project is \$972,000. This is over and above the Design and Engineering Services. If this is approved tonight it would not go into effect until MDE reviews all the components. Staff recommendation is to award the contract to GHD.

Councilmember Roberts moved to accept the bid from GHD for the Construction Management services portion for the ENR Upgrade; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Mayor's Report

Mayor Burris asked that Ms. McKay brief everyone on the Arts & Entertainment workshop.

Ms. McKay responded saying that a free workshop to be held at the CSM auditorium is being offered to ramp up the awareness of the Arts & Entertainment designation and to explain some of the changes in the law, such as increasing the tax benefits for artists. We are inviting all the artists in the tri-county area and the workshop is open to any artists in the area. Speakers are planned to speak about the legal aspects and artist advocacy.

Mayor Burris noted that it should also be sent out to local bookkeepers and CPAs to bring attention to the changes in the tax law.

Events – Roger Mattingly

Mayor Burris thanked Steve Bailey for bringing in the Chesapeake Bay buy-boats. They were a big draw and a big hit at the wharf during Beach Party on the Square.

All the Councilmember thanked Ms. Fleming, her intern Taylor Pasini, and staff for an outstanding Beach Party on the Square.

Councilmember Roger Mattingly reported that the County was surrounded by so many events on that particular day but we had a super great crowd for Beach Party! The shuttle worked well, thanks to Mr. Wheatley and his wife, Margaret.

Friends of Cedar Lane are sponsoring a new benefit event “Country Stars and Hot Cars” at the Maryland International Speedway on Friday, August 15 at 7:00 p.m. Artists featured are Danielle Bradbury, Love & Theft and The Sam Grow Band. Tickets are available at www.countrystarshotcars.com.

The final two Sunrise Yoga at the Wharf will be held on Saturday, August 16 and Saturday, September 20 at 7:30 a.m.

Our last Concert on the Square for the season is the return of “The Clazzical Project” featuring Don Stapleson on Saturday, September 6 starting at 6:00 p.m. This trio of professional musicians gives a jazz treatment to the classical favorites for a unique sound you’ll want to hear for yourself.

The September First Friday on the 5th will be a special Arts & Entertainment District Celebration, featuring artists around the Square, live music by Higher Standards, and the 2nd Annual Art Walk competition.

The Father Andrew White Walk for the Poor is scheduled for Saturday, September 13 at 9:00 a.m., and Taste of St. Mary’s is Sunday the 14th from 12 noon until 4:30 p.m.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Event</u>
Friday, August 15	7:00 PM	Country Stars and Hot Cars, sponsored by Friends of Cedar Lane @ MIR
Saturday, August 16	7:30 – 8:30 AM	Sunrise Yoga at Leonardtown Wharf
Saturday, August 23	6 – 9:00 PM	Downtown Tunes acoustic with Deer Park Avenue
Wednesday, August 27	5:30 – 7:00 PM	SMC Chamber of Commerce Business After Hours Hosted by Country Inn & Suites, 44941 Worth Lane, California, MD
Monday, Sept. 1	HOLIDAY	Town offices CLOSED - Labor Day
Friday, Sept. 5	5 – 8:00 PM	Arts & Entertainment First Friday
Saturday, Sept. 6	6:00 PM	The Clazzical Project Concert in the Square
Friday, September 12	8:30 AM	LBA meeting @ TBA
Saturday, Sept. 13	9 AM	Walk for the Poor @ Father Andrew White School proceeding and downtown
Sunday, Sept. 14	12 Noon – 4:30 PM	Taste of St. Mary’s in Leonardtown Square
Thursday, Sept. 18	3 - 9 PM	St. Mary’s County Fair @ Fairgrounds
Fri., Sept. 19, Sat., Sept. 20	9 AM – 9 PM	
<i>Saturday, Sept. 20</i>	<i>10:30 AM</i>	<i>Parade – Commissioners invited to Participate</i>
Sunday, Sept. 21	9 AM – 6 PM	

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Event</u>
Tuesday, September 23	11:30 AM	SMC Chamber of Commerce State of the County Luncheon @ Elks Fidelity Hall
Wednesday, September 24	5:30 – 7:00 PM	SMC Chamber of Commerce Business After Hours @ Flooring Max Design Center
Friday, October 3	5 – 8:00 PM	Pink Friday for Breast Cancer
Saturday, October 11	9 AM – 3 PM	Praise & Prayer on the Square
Saturday, October 11	11 AM – 4 PM	St. Mary's Craft Guild Fall Fest @
Sunday, October 12		Port of Leonardtown Park
Sunday, October 12	1 – 3:00 PM	Antique Tractor & Truck Parade

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that we have quite a few building permits pulled for the new Clark's Rest development. Some new businesses are opening up in downtown, one of which is a new record and comic book store. We are moving forward with the Washington Street sidewalk project. The pump station work for Clark's Rest has begun.

ENR Upgrade – No Report

SMMA Update – Leslie Roberts

Councilmember Roberts reported that the next SMMA meeting is being hosted by Leonardtown and will be held on September 3rd at the new Rex restaurant.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that he thanks all the Deputies for assisting at Beach Party. They did a great job and they said they love working Leonardtown events. The Wheatley parking lot was repaved and looks really nice. He noted that he is looking forward to the start and completion of the Wharf hill sidewalk project. He will be attending the first meeting of MML's Communication Committee of which he was asked to be a member.

Ms. McKay noted that the bid documents for the ENR Upgrade will be available on September 2nd and the bids will be due October 14th.

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

Councilmember Hammett moved to adjourn the regular meeting 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

Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Roger L. Mattingly, Councilmember