



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **September 8, 2014**

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

Absent: Roger L. Mattingly, Councilmember

Also in attendance were: Teri Dimsey, Secretary; Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jackie Post, Fiscal Clerk; DeAnn Adler, Town Planner; Maria Fleming, Events Coordinator; Dick Myers, The BayNet; Linda Nelson, Resident; Linda Chakales, Resident; Theresa Meinert, Resident; Chris Jeys, Resident. 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 August 11, 2014 Town Council meeting were presented for approval.

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

Councilmember Roberts moved to approve the August 11, 2014 minutes as presented; seconded by Councilmember Combs; motion passed unanimously.

Mayor Burris stated that a scheduled water repair this past weekend caused some problems and asked Ms. McKay to provide detailed information.

Ms. McKay reported that there was a planned water outage for a very small section of Singletree located at Bea Court and Dr. Cox's office building was to be out of water and they were notified ahead of time. The purpose of the shutoff was to connect from Clark's Rest into our system. When the construction crew shut off the water and cut into the line unfortunately it failed and they discovered more serious issues. This then became an emergency situation and it affected more lines and homes than planned. Two staff members were on site working with the construction crew but it took several hours to get the water back on. Councilmember Jay Mattingly who works at the Emergency Operations Center did get a Code Red message out. Weekends and after hours hinders getting the word out quickly as staff is working on the immediate problem and unable to inform anyone immediately.

Mayor Burriss mentioned that we can pre arrange for a Code Red message to be sent out if needed and knowing this will help us inform residents more quickly. We will be reviewing our protocol to ensure better communication. The infrastructure is old with water lines that have never been mapped and we have been making improvements and have planned improvements in place.

Ms. Linda Nelson, a resident in the Singletree neighborhood remarked that she has spoken with both Mayor Burriss and Ms. McKay and volunteered to sit on a committee to help work on these types of issues involving residents. She was affected by the water outage and was distressed about not receiving any communication until hours later on the status of the water outage.

Councilmember Combs noted that these water lines were put in by the standards at that time, which have greatly improved, but at that time they did not require you to have three valves at every intersection, which gives you the ability to turn off and isolate certain streets. What we put in now can handle and avoid this type of situation.

Ms. Nelson remarked that she was most concerned about the chlorine level and wanted to have her water tested for any contaminations even though they told her it was safe.

Ms. McKay responded that there is a regulated process that the facility staff follows when dealing with water lines to wash out and ensure that there is no contamination as regulated by the State.

Mayor Burriss stated that we would provide testing for her reassurance.

Ms. Teresa Meinert, who resides on Yoke Court, noted that there was a posting on Facebook to check with the Emergency Center if the water was not on after 3:30 p.m. and it did not come on until 7:00 p.m. and she was also concerned about the safety of the water once it was back on and running. What assurances can the Town give her that the water is safe?

Councilmember Roberts stated that Council had just discussed utilizing the Control Center as a means of communication during emergency situations but unfortunately had not yet finalized these details before this incident occurred.

Councilmember Combs remarked that there will always be some amount of bacteria but we can do some spot testing to check the bacteria levels to make sure they are at the acceptable limits.

Ms. Linda Chalakes, who resides at Miss June Court, stated that she has had an ongoing storm water problem. It has escalated in the last four years as it has eroded the hard surface.

Mayor Burris responded that he will have Mr. Wheatley come over and assess the problem.

Ms. McKay stated that that section of homes does not have a HomeOwners Association and Mr. Alfred Gough still has involvement.

Ms. Chalakes noted that one of the biggest problems is the snow plow that comes through and is not considerate about the curbing, the shrubs or the streets themselves, and the trash trucks are also heavy equipment that can do damage on our streets.

Mayor Burris stated that the Town does do an assessment each year to identify those areas that need the most attention. Unfortunately, the State has cut the Highway User Funds to one quarter of what they used to give the Town and we are working hard to keep up with repairs on a much tighter budget.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that during the month \$400,000 was transferred to LGIP. The cash balance shows we are carrying a lot in many of the accounts but funds such as the sewer account have been growing to be prepared to pay the debt service and demonstrate that we are financially sound for the multi-million dollar ENR project and loan. We have received our one time capital grant of \$70,000 but have not yet begun to receive our monthly Highway User Revenue funds. We are 17% through the budget year.

Ms. Sothoron reported that in the Enterprise Fund the water revenue is short by 1% and it appears that people are beginning to conserve water.

Councilmember Roberts noted that we want residents to conserve water but then our water revenues decrease.

Planning & Zoning Report – DeAnn Adler

Ms. Adler reported that last month's Planning and Zoning meeting was canceled as there were no items for the agenda.

The next Planning and Zoning meeting is scheduled for Monday, September 15, 2014. Presently, there are no items scheduled to be heard. 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

Introduction of Ordinance No. 166- Floodplain Management Ordinance- the Town is required to update its floodplain ordinance by November 19, 2014 or anyone needing flood insurance coverage in town will no longer be able to get it. The last update was ordinance #72 in May 1, 1992. You have before you a copy of the Model Ordinance from the State that is proposed for adoption. This is the minimum required for adoption. We would introduce the ordinance this month and hold a public hearing next month, adopt it and have it go into effect prior to November 19th.

Councilmember Hammett clarified that this will repeal the old ordinance passed back in 1992.

Ms. McKay responded yes, it was previously repealed and this is a required update to the Ordinance.

ENR Upgrade Update- the ENR project has gone out to bid. Bids are due October 14, 2014 and the pre bid meeting is scheduled for September 19, 2014 at 10:00 a.m.

Extension of Snow Removal Contract- The snow removal contract was bid in 2010. Bowles Farm was awarded the contract for 2 years with two 2-year options. This would be the final extension, carrying the contract from 9/15/14-9/15/16. Bowles Farm is not requesting any changes to the current contract and we have had no issues with the contractor.

Councilmember Roberts moved to extend the Snow Removal contract for its final two year option; seconded by Councilmember Jay Mattingly, no further discussion, motion passed unanimously.

South Washington Street Improvements Update- We have finalized the proposed improvements for the Wharf hill sidewalk project and will be starting construction this month. We have enough room to add 5 foot sidewalks, a three foot grass strip, street lights and 11 foot lanes.

Events – Mayor Burriss

Mayor Burriss noted that Councilmember Roger Mattingly was absent and he presented the events report as provided by Ms. Fleming.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
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

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Tuesday, Sept. 16	11 AM – 1 PM	Creative Collaborations Workshop @ CSM Auditorium
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	
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 Awareness
October 4 - 5	SAT 12 PM - 10 PM SUN 11 AM – 5:30 PM	Blessing of the Fleet @ St Clement's Island Museum, Colton's Point
Friday, Oct. 10	8:30 AM	LBA Meeting @ TBD
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
October 18 - 19	SAT 10 AM-6 PM SUN 11 AM-6 PM	SMC Oyster Festival @ Fairgrounds

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that the recent events in Town have gone smoothly considering some of the bad weather and all have been well attended.

ENR Upgrade – Tom Combs

Councilmember Combs reported that as just mentioned, the ENR Upgrade is out to bid and some of the bidders have called with questions. It is a big project and after the bid opening we hope to have it on the agenda for November or December.

SMMA Update – Leslie Roberts

Councilmember Roberts reported that Leonardtown was host of the quarterly SMMA meeting which was held at the Best Western Plus on Park Avenue and catered by Lotus Kitchen whose food will be served at the new Rex restaurant opening soon and we also arranged for a tour of The Rex. The agenda focused on present and future legislative items which will also be presented at the upcoming MML Fall Conference which Councilmember Combs is attending.

Ms. McKay also mentioned that there is going to be a workshop on September 16, 2014 for any and all artists in the area. This is a free workshop called Creative Collaborations to be held at CSM Auditorium with guest speakers from the State to provide details on what the A&E Designation means and how it can benefit artists, business owners, accountants, etc.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported he attended his first Communications Committee meeting at MML. In reference to the water outage at Moakley St, he thanked Ms. McKay for helping to get the situation under control and thanks for Mr. Jay Johnson, Facilities Superintendent and his staff for working so diligently.

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 Combs moved to adjourn the regular meeting at 4:50 p.m.; seconded by Councilmember Hammett, no further discussion, motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Leslie E. Roberts, Vice President

Thomas M. Combs, Councilmember

Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Absent
Roger L. Mattingly, Councilmember