



Commissioners of Leonardtown

41660 Courthouse Drive
P. O. Box 1, Leonardtown, Maryland 20650

301-475-9791 • FAX 301-475-5350
leonardtown.somd.com

DANIEL W. BURRIS
Mayor

LASCHELLE E. MCKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **January 12, 2015**

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; Cindy Williams, Planning Assistant; Dick Myers, The Bay Net; Mike Mummaugh, Paragon Properties; Guy Leonard, The County Times; John Edwards, QBH; Steve Woodburn, Resident. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris requested that Councilmember Hammett lead the invocation and 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 December 8, 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 December 8, 2014 minutes as presented; seconded by Councilmember Roberts; motion passed unanimously.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that during the month no money transfers were necessary. Ms. Sothoron provided detail on some of the budget items for clarification. A recommended budget calendar has been included in your packet. The first important date is April 10, which is for the submittal individual budget requests.

We are down to only one account on the outstanding tax sale listing. Half-year tax billing will begin in February. The final financial application for the ENR project has been prepared as it will be due after the bids are open on Tuesday, December 9th and along with that, Town policy requires that a debt affordability report be prepared in advance of Council approving that debt obligation. Work is continuing on the on-line payment process.

Planning & Zoning Report – Laschelle McKay

The Planning and Zoning meetings scheduled for November and December 2014 were canceled as there were no items for the agenda.

Our next Planning and Zoning meeting is scheduled for Tuesday, January 20, 2015 at 4:00 p.m. and there are three cases on the agenda:

- 1. Case #76-14 – PUBLIC HEARING** – Calvert, LLC is requesting rezoning of Map 32, Parcels 178 and 314 from R-SF to PUD-M so that these properties can be included in their plans for future development of Clark's Rest.
- 2. Case #1-15** – 22680 Washington Street – Seymour Properties, LLC has submitted a request for site plan approval.
- 3. Case #2-15** – MedStar St. Mary's Hospital – Map 127, Parcel 527 on Doctor's Crossing Road – The Hospital is requesting a recommendation for concept approval of a Quad House on Doctor's Crossing Road to provide temporary housing for visiting doctors. The proposed project will consist of two 2-bedroom and two 1-bedroom units.

Police Report

Deputy Smolarsky is unable to attend today's meeting but she did provide Council with a written report.

Town Administrator's Report – Laschelle McKay

Medstar St. Mary's Hospital Temporary Trailer Permit Extension- The Town Council approved use of two temporary trailers at the hospital for a major renovation project in February 2013. The permits were good through 12/13/14. The hospital is requesting an extension for 6 more months as the project is a little behind schedule. See attached minutes from February 11, 2013 meeting.

Consensus given by Council.

Medstar St. Mary's Hospital Quad House Request for EDU's- The hospital recently purchased a .97 acre parcel from Alfred Mattingly across from Sunshine Day Care Center to construct a Quad House for housing for physicians at the Hospital. Per Ordinance No. 132 the Council must approve moving new projects forward that require sewer capacity. This project would require 3 EDU's and would meet the requirement of Ordinance No. 132 of an Infill Project and a project necessary to protect the health, welfare, safety or future economic viability of the Town. The Hospital has a shortage of doctors and this will help attract new doctors to the area. This project is part of the Singletree PUD and as such would go to the Planning Commission for a recommendation and then come back to the Council to hold a public hearing and give final approval.

Councilmember Roberts moved to recommend moving this project forward as it meets the test for additional EDUs based on the fact that it is an Infill project and will help protect the health and welfare, safety and future viability of the Town; seconded by Councilmember Hammett.

Discussion:

Councilmember Hammett clarified that there were three EDUs required based on the size?

Ms. McKay responded that yes, it was based on the previous discussion about one and two bedroom apartments which require three-quarters of an EDU.

No further discussion; motion passed unanimously.

Ms. McKay continued with her report:

Introduction of Ordinance No. 168- Update to Comprehensive Land Use Plan- Prior to annexing any land area not included in the Growth and Annexation Plan, the Town must first consider appropriate amendments to Leonardtown's Comprehensive Plan. Ordinance No. 168 adds property along Hollywood Road not included in the 2010 Comprehensive Plan for future consideration of annexation to the Town. These properties include the Wilkinson Farm, Wathen Farm and several small parcels along Rt. 245. Today is just the introduction of the Ordinance

and forwarding the proposal on to the Planning Commission, the County Commissioners and Maryland Dept. of Planning. There would be a public hearing at the Planning Commission meeting in February and a recommendation would be sent to the Council. The Council would then hold a public hearing in March to adopt the revisions.

Councilmember Mattingly confirmed and asked if everyone had been notified.

Ms. McKay responded yes.

Resolution 1-15-Updated Compensation Chart/Reclassification- The final phase of the Compensation Study is to recommend a revised salary table, personnel manual revisions and reclassification of individual positions. Resolution 1-15 adopts these recommendations.

Ms. McKay read aloud Resolution 1-15 for Council and the audience.

Councilmember Roberts noted how much research and work had gone into this study and she was very pleased with the process and effort to update the much outdated compensation structure.

Mayor Burris stated that this will take effect in the next budget cycle.

Councilmember Roberts moved to adopt Resolution 1-15 as presented, seconded by Councilmember Roger Mattingly, no further discussion; motion passed unanimously.

Review of Patuxent Adventure Center Activity- Each year the operator of the canoe/kayak concessions provides a report of the previous year's activity. They are happy to report that there has been a significant increase in rentals from 2013 (408) to 2014 (812). Last year they moved their retail store to Leonardtown and once people become more familiar they hope to increase sales.

Mayor's Report

Mayor Burris remarked that a public meeting was held on the sidewalk project along Hollywood Road and was well attended and a number of people have stopped by the Town office to look at the maps. Later this week, we will be meeting with Mr. Blair on his concept plan for the Winegardner Used Car Lot building.

Events – Roger Mattingly

Councilmember Mattingly thanked Ms. Fleming and staff for all their hard work and the Leonardtown Volunteer Fire Department for putting up and taking down the Christmas tree.

Ms. Fleming remarked that they are looking for submissions for the first Annual Southern Maryland Film Festival.

Upcoming Events of Interest/Meeting Reminders:

| <u>Date</u> | <u>Time</u> | <u>Meeting</u> |
|------------------------------|--------------------|--|
| Tuesday, Jan. 13 | 10:30 AM | Chamber Event – Collaborating to Build MD’s CyberSecurity/IT @ So. MD Higher Education Center (RSVP) |
| Monday, Jan. 19 | HOLIDAY | Town Office closed (Martin Luther King, Jr. Day) |
| Wednesday, Jan. 28 | 5:00 PM | Chamber Business After Hours & Coat Drive for Three Oaks Center (RSVP) Co-Hosted by Hilltop Signs & Graphics and Quality Transfer & Storage 22390 Three Notch Road, Lexington Park, MD 20653 |
| Friday, Feb. 6 | 5 - 8 PM | First Fridays in Leonardtown Check www.leonardtownfirstfridays.com for details |
| Friday, Feb. 13 TENTATIVE | 7:30 AM | LBA State of the Town Breakfast College of Southern Maryland, Bldg A Auditorium |
| Monday, Feb. 16 | HOLIDAY | Town Office closed (President’s Day) |

Community Development and Strategic Planning - Hayden Hammett

Councilmember Hammett reported that the gazebo at the Port of Leonardtown Park and Winery is under construction and we hope, weather permitting, to have it completed in February.

ENR Upgrade – Tom Combs

Absent

SMMA Update – Leslie Roberts

Councilmember Roberts reported that they attended the SMMA meeting on January 7 which included a special presentation to retired Delegate Johnny Wood. There was a presentation from the Chesapeake Bay Trust highlighting the grant programs that are available. The Governors Inauguration is scheduled for January 21, 2015 and the March SMMA meeting will be held at Indian Head.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that he and Mr. Wheatley have completed the list of streets and roads that require re-striping this spring. The next MML Communications Committee meeting will be January 20 in Annapolis.

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 4:34 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