



Commissioners of Leonardtown

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DANIEL W. BURRIS
Mayor

LASCHELLE E. McKAY
Town Administrator

Commissioners of Leonardtown **Town Council Meeting Minutes** **September 12, 2016**

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

Absent: Hayden T. Hammett, Councilmember

Also in attendance were: Teri Dimsey, Secretary; Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Jada Stuckert, Planning Assistant; Jackie Post, Fiscal Clerk; John Wharton, The Enterprise; Guy Leonard, The County Times; Dick Meyers, The BayNet; Laura Clark, Clark Consulting. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris said the invocation and asked Ms. Dimsey to lead everyone to say the Pledge of Allegiance.

Approval of Minutes

Meeting minutes for the August 8, 2016 Town Council were presented for approval.

Mayor Burris entertained a motion to accept the minutes as presented. Councilmember Roger Mattingly moved to approve the August 8, 2016 minutes as presented; seconded by Councilmember Combs; motion passed unanimously.

Mayor Burris moved on to the next order of business.

Treasurer's Report – Rebecca Sothoron

Ms. Sothoron reported that everyone should have received two different financial reports. There was a transfer of \$100,000 from the checking account to the LGIP as a direct result of tax payments during the month. We are 17% through the budget year. Property tax numbers are now final and we did reach the budget. We have already received the budgeted amount for building permits which is directly related to the Hamptons.

On FY16 draft information the final distribution for FY16 of income tax was received at the end of August which takes us well over the budgeted amount. In a previous Council meeting concern was expressed that income tax may out yield property tax and it has happened. It is a more volatile revenue source. In FY17 we budgeted \$507,500 so we are even above that so we need to be mindful that we want to use that number conservatively going forward and would like to see it become a trend before we count on that money recurring. Our recommendation is to use the funds for a one time item as the revenue may not recur in a future year. Accommodation tax was received for FY16 from the County and it was above budget. The Enterprise Fund notes that service charges for water and sewer are above budget. There will be a deficit at the treatment plant directly related to the sludge removal but the surplus from the collection and water system will cover that so the Enterprise Fund will not be in a deficit.

The auditors will be here a week from today.

Councilmember Roberts noted that for snow removal we had budgeted \$17,500 and we spent \$55,000 but we managed to come out in good shape.

Planning & Zoning Report – Jada Stuckert

The last Planning & Zoning meeting was held on August 15, 2016. There were two items on the agenda:

Case No. 41-16 41680 Courthouse Drive & 41675 Park Avenue
Request for Boundary Line Adjustment Plat was approved.

Case No. 42-16 Leonardtown Library & Senior Activity Center
Request for approval of Concept Plan was approved

The next Planning & Zoning meeting will be held on September 19, 2016, and we currently have three items on the agenda:

Case No. 14-05 Clark's Rest Non-traditional Plans
Request for Neo House Design approval

Case No. 100-15 Meadows at Town Run – Wathen Farm
Request for Concept Plan approval

Case No. 92-07 Doctor Luke office building. 26220 Point Lookout Road and they are requesting final site plan re-approval.

Police Report – Laschelle McKay

Deputy Smolarsky provided Council with a written report and noted that there was nothing significant to report at this time.

Town Administrator's Report – Laschelle McKay

Meadows at Town Run- Concept Introduction- Case 100-15- Meadows at Town Run is Quality Built Homes newest project to be built on the Wathen Farm and is ready to move forward through the concept approval process. The Planning Commission will hear the case at their September 19th meeting and send a recommendation to the Town Council. The Town Council will then hold a public hearing at their October meeting before making a final decision.

Councilmember Roberts moved to forward the Meadows at Town Run project, Case No. 100-15 to the Planning and Zoning Commission for a recommendation; seconded by Councilmember Jay Mattingly, no further discussion, motion passed unanimously.

Resolution #4-16- Support of Main Street Affiliate Application - Leslie, Deann and I are working on the Main Street Affiliate process we discussed after the convention. We need a resolution from the Mayor and Council in support of the program. This would be a stepping stone for the full Main Street designation later.

Councilmember Roberts remarked that she is very excited to get this project off the ground and the difference between the affiliate versus the full mainstream program is that the full program requires a full time main street manager and we did not have the funds for that position. This a great opportunity for the Town to attract people to help the Town build economically.

Ms. McKay read Resolution #4-16 out loud.

Councilmember Roberts moved to support Resolution #4-16 in support of Leonardtown submitting an application to become a Main Street Affiliate; seconded by Councilmember Combs.

Councilmember Mattingly inquired if there is a certain amount of time frame we have to keep this before we can apply for the full main street.

Councilmember Roberts responded, no, there is no time limit.

No further discussion, motion passed unanimously.

Clarification of Annexation Resolution #5-15 - Hasel and Hayden Properties- During the annexation process for the Wathen and Wilkerson Farms and surrounding properties there was an understanding by Mr. and Mrs. Hasel, owners of one of 2 undeveloped properties that were part of the annexation that until the property was developed or sold, there would be no town taxes. I reviewed the audio tape of the meeting and it was stated by Mayor Burris that that is how it was handled on other annexations, for example the Russell farm. This was not incorporated into the annexation agreement. The Hasel's are requesting that this be clarified and they do not owe town taxes until the property is sold or developed. The amount of taxes owed currently by the Hasel's is \$229.11. The same should apply to the Charles B. Hayden estate property to make it uniform. This property however is agriculture and is only taxed at \$2.53. If the Council agrees we can document the change in the annexation file for the record.

Councilmember Roger Mattingly noted that this has been the case for many years but never actually documented or formalized.

Councilmember Combs moved to approve the waiver of town property tax for parcels 340 and 341, map 32 until said properties are sold or proposed for development, clarifying the Annexation Resolution #5-15; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously.

Approval of Temporary License Agreement for Cedar Lane Ct. - For several months we have been working with Cedar Lane Senior Living Facility to formalize their usage of the gravel area along Cedar Lane Ct. They have provided a survey as we requested and our attorney, Patrick Thomas, has prepared a temporary license agreement with an initial term of 5 years. This is agreeable to Cedar Lane and is ready for signature by the Town Administrator and Cedar Lane.

Councilmember Roger Mattingly moved to approve the Temporary License agreement for 3,000 square feet +/- along Cedar Lane Court by Cedar Lane Senior Living Community; seconded by Councilmember Combs, no further discussion, motion passed unanimously.

Authorize Purchase of New Town Vehicle - During the FY17 Budget process a new vehicle was approved for the Capital Project Coordinator in the amount of \$27,000. Prices have been received from the following per Council's request for a 2016 Chevrolet City Express:

Winegardner Chevrolet	\$23,625
Internet price	\$24,150
Waldorf Chevrolet	Unable to provide a price
Page Chevrolet	\$22,600 excluding taxes and fees (vehicle sold)

Staff recommends purchasing the vehicle from Winegardner Chevrolet. There are shelves and a light bar that needs to be added after the fact.

Councilmember Roger Mattingly moved to approve the purchase of a 2016 Chevrolet City Express Van from Winegardner Chevrolet with the total purchase within the budgeted \$27,000; seconded by Councilmember Jay Mattingly, no further discussion, motion passed unanimously.

Ms. McKay reported that the Gazebo will be delivered to the Wharf on Wednesday.

Mr. Wheatley and I will be meeting with DNR on Thursday to discuss the slips and pier and work with their technical people to work on the bid proposal.

Mayor Burris and I met with a company called Panoplanning and they do an exciting website feature which will be free for us. They fly a drone which does a 3D modeling of the Town. We did a presentation to LBA and they are very excited about it. You will be able to move the cursor over the different locations and information will pop-up. Right now it is free to businesses and then starting next year there will be enhanced features and the businesses will be

charged for it if they so choose to utilize. They are also doing this for St. Mary's College and we will be tied into theirs and vice versa.

Mayor's Report – Mayor Burris

Mayor Burris reported that he met with Mr. Slater, Director of SMECO a while back and they talked about the new SMECO facility and about cleaning up the old SMECO lines that is are in and around Town. They will clean up the areas in our parking lot, behind Fuzzy Farmers Market and other places too.

We also have about ten sailboats coming in to Breton Bay at the Wharf and they will be anchoring out and coming into Town to enjoy all of our restaurants and local businesses. We prepared a small bag of Town items for them and we hope to see them again next year.

Events – Roger Mattingly

Rockin' First Friday on August 5 was a big hit with The Lucky Few playing the Square and a Gene Simmons look alike taking photos with the crowd. While it was too hot for most people to dress in costume, the First Friday committee was still able to award the raffle prizes donated by Pax Adventure Center, The Good Earth and Leonardtown Vintage Market. A&E First Friday was Friday, September 2 and included North End Gallery's 30th Anniversary Celebration and live music with Higher Standards, The Spring Ridge Middle School Rhythm Club and the Southern Maryland Youth Orchestra & Choir. Pink Friday is coming up October 7 and will include the Uplifting Designs Bra Art Contest sponsored by the St. Mary's County Arts Council.

Summer showers joined us for Beach Party 2016, putting a bit of damper on the live music and inflatables on August 6, but the crowd of 2,500 or so stayed and had a great time with the hose down, sand boxes and visiting vendors. Balloon Nerd Brian Garner and the Church of the Nazarene added colorful balloons to the mix, the St. Mary's Ryken HS Field Hockey team ran the children's games and contests, strolling entertainers juggled fire, Rotary let their balls fly down Fenwick Street, and the superheroes came to Town! Many thanks for the team effort to make the event a success despite the weather!

Thanks to James LePore and the Downtown Tunes sponsors – Winegardner Automotive, Quality Built Homes, Marick Homes, and Big Larry's Eatery for another great year with new faces and old favorites. Thanks also to the instructors and owners of Evolve Yoga + Wellness for another great season of Sunrise Yoga at the Wharf!

Sponsored by the SMC Chamber of Commerce, Taste of St. Mary's will be next Sunday the 18th, from 12 noon – 4:30 p.m.

Usually held in September, the Friends of the Poor Walk sponsored by St. Aloysius is a little later this year, Saturday, October 1 starting at 9 a.m.

The Annual Tractor Parade will be held on Sunday, October 9 from 1 – 3 p.m. A majority of the Square will be closed from 12:30 – 2:30, with a partial closure from 2:30 – 3:30.

The 50th Annual Oyster Festival is the weekend of October 15-16, the St. Mary's Ryken 5K starts at 8:30 a.m., Saturday, October 22, the same day as Trick-or-Treat on the Square from 3 - 5 p.m. The Blues Block Party on the Square finishes out the month from 7 – 10 p.m. on Saturday, October 29.

Upcoming Events of Interest/Meeting Reminders:

<u>Date</u>	<u>Time</u>	<u>Meeting</u>
Sunday, Sept. 18	12 Noon – 4:30 PM	Taste of St. Mary’s in Leonardtown Square
Thursday, Sept. 22	3 - 9 PM	St. Mary’s County Fair @ Fairgrounds
Fri., Sept. 23, Sat., Sept. 24	9 AM – 9 PM	<i>Parade – Commissioners scheduled to Participate</i>
Saturday, Sept. 24	10:30 AM	
Sunday, Sept. 25	9 AM – 6 PM	
Tuesday, September 27	11:30 AM	SMC Chamber of Commerce State of the County Luncheon @ Bay District Volunteer Fire Department Social Hall.
Wednesday, September 28	5 PM	Chamber After Hours, hosted by Gateau Physical Therapy 23123 Camden Way California, MD. 20619
Saturday, October 1 ES	9 AM	Friends of the Poor Walk @ Father Andrew White
October 1-2	SAT 12 PM - 10 PM SUN 11 AM – 5:30 PM	Blessing of the Fleet @ St Clement’s Island Museum, Colton’s Point
Friday, October 7	5 – 8:00 PM	Pink Friday for Breast Cancer Awareness
Sunday, October 9	1 – 3:00 PM	Antique Tractor & Truck Parade
Friday, Oct. 14	8:30 AM	LBA Meeting @ TBD
October 15-16	SAT 10 AM-6 PM SUN 11 AM-6 PM	SMC Oyster Festival @ Fairgrounds
Saturday, October 22	8:30 AM	St. Mary’s Ryken 5K
Saturday, October 22	1 – 3:00 PM	Trick-or-Treat on the Square
Saturday, October 29	7 – 10 PM	Blues Block Party on the Square Pax River Air Show Meet & Greet

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Community Development and Strategic Planning – Mayor Burris

Mayor Burris noted that we have a lot of small projects going on around Town. A few homes have been torn down along Pope Street and Lawrence Avenue with new homes being built to replace them.

All five of the apartments in the Seymour Building have been rented and they are now seeking restaurant opportunities.

ENR Upgrade – Tom Combs

Councilmember Combs reported that there is nothing significant at this time to report and moving along very smoothly.

Ms. McKay noted that there was an audit held recently on the Davis-Bacon wages and GHD had all of the required documentation and it went very smoothly.

Councilmember Roberts asked if we had gotten any engineer recommendations to do any expansion.

Ms. McKay responded she spoke with Jeff last week who was gathering more additional information and they were meeting soon to discuss and we should be setting up a meeting shortly to discuss.

SMMA Update – Leslie Roberts

Councilmember Roberts reported that the next SMMA meeting is Wednesday, September 15 hosted by the Town of La Plata. Candace Donoho of MML is attending and bringing Mr. Pete Gutwald from Annapolis who will be talking with us about abandoned and neglected buildings and the program that Annapolis has and how the program works for them. Coming up is the MML Fall Convention in Solomon's this year on October 13, 14 and 15.

Safety and Emergency Preparedness – Jay Mattingly

Councilmember Mattingly reported that he attended the MML Board of Directors meeting and Retreat held in Hyattsville September 9 and 10. The main topic was to work on raising awareness of MML with engagement, education and MML profile by using technology and resources. Not only does the Board serve 157 municipalities but that is 1.5 million people. The Board voted to change the name of the MML Annual Convention to the Summer Conference. He encourages Council to attend the MML Fall Conference and he will be attending the upcoming SMMA meeting.

Councilmember Roberts asked for more information on the Route 5 entrance to Clark's Rest.

Mayor Burris responded that he met with the State officials, contractors and developers recently. The State does not want them to do a lane closure except there really is no way to get the work done without doing so temporarily. They are planning to always have four lanes open at any one time and will build the fifth lane and then close each lane as they do that work. There are still pipes to be laid across Route 5. It is a process but they are working on how to accomplish all this with limited interruptions.

Ms. McKay remarked that the Town is hosting a Blues Block Party on the Square on October 29 from 7 pm to 10 pm. It is a meet and greet for the participations of the Patuxent River Air Show which includes the Blue Angels.

At 4:44 p.m. Councilmember Roger Mattingly moved to close the meeting, seconded by Councilmember Combs. Motion passed unanimously.

Respectfully Submitted:

Teri P. Dimsey

Approved:

Daniel W. Burris, Mayor

Leslie E. Roberts, Vice President

Thomas M. Combs, Councilmember

Absent
Hayden T. Hammett, Councilmember

J. Maguire Mattingly IV, Councilmember

Roger L. Mattingly, Councilmember

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