



# Commissioners of Leonardtown

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22670 Washington Street  
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** **December 12, 2016**

Attendees: Daniel W. Burris, Mayor  
Leslie Roberts, Vice President  
Thomas M. Combs, 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; Jada Stuckert, Planning Assistant; Jackie Post, Fiscal Clerk; Maria Fleming, Events Coordinator; Guy Leonard; County Times. A complete list of attendees is on file at the Leonardtown Town Hall.

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

Mayor Burris remarked that we have a Public Hearing at 4:15 p.m. for the CDBG for the Elevator and Sprinkler for the Town Hall.

We are very sad to hear that Ms. Carolyn Laray lost her sister recently and is unable to be here today. Ms. Laray sent us a note saying she valued working with the Town staff, especially with Ms. McKay and Ms. Fleming. It always felt like being part of something wonderful. We hope to see her at our Town Council meeting in January.

### **Approval of Minutes**

Meeting minutes for the November 14, 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 November 14, 2016 minutes as presented; seconded by Councilmember Hammett; motion passed unanimously.**

**Treasurer's Report** – Rebecca Sothoron

Ms. Sothoron reported that no money was transferred to or from the LGIP. We are 42% through the budget year. The receipt of the income tax distribution is reported in this current financial statement. There were nine unpaid tax sale notices from July 1, 2016 and three of those have been paid.

**Police Report** – No report

**Planning & Zoning Report** – Jada Stuckert

The last Planning & Zoning meeting was held on November 21, 2016. There were three items on the agenda:

**Case No. 14-05.2A.67-16**      **Clark's Rest Phase 2A Clubhouse & Pool**  
Request for Architectural approval - Approved

**Case No. 14-05.5**              **Clark's Rest Phase 5 Commercial Record Plat**  
Request for Record Plat approval - Approved

**Case No. 49-16**                **Ryken Athletic Center**  
Request for Concept Plan approval - Approved

There are no items scheduled for the December 19, 2016 meeting, therefore no meeting will be held.

**Town Administrator's Report** – Laschelle McKay

**GHD Task Order No. 16- Water Supply Capacity Management Plan and Well Evaluation-** the Towns Water Permit is up for renewal and at this time we are nearing 80% of the annual permit limitation. MDE requires a Water Supply Capacity Management Plan (WSCMP) be completed before increasing the permit allocation. We are also asking GHD to look at the well and water tower capacity and locations of new if they are required. We have a well and a water tower budgeted in FY18 and FY20 respectively. The total Task Order is \$59,700 and would come from the water system funding.

**Councilmember Combs moved to approve GHD Task Order #16 in the amount of \$59,700 to complete a Water Supply Capacity Management Plan; Councilmember Roberts seconded, no further discussion, motion passed unanimously.**

**Annual Report for Patuxent Adventure Center Activity for 2016** - The total number of rentals on site was down just 5% but the off-site rentals were up by 45 rentals. Many of these were at Newtowne Neck State Park on days when McIntosh Run couldn't be paddled due to events or other activities.

Ms. McKay provided a brief overview of the CDBG for the Public Hearing:

**Community Development Block Grant for Elevator and Sprinkler for Town Hall -** We applied for a CDBG Grant last May for just an elevator (\$201,925) and were notified that we should apply for the Community Legacy Grant instead. By that time we knew that a sprinkler system was going to be required. We then applied for a \$306,997 Community Legacy Grant in July. I have been asked to redo our resolution for a CDBG grant in the \$306,997 amount. There is a special projects fund through CDBG that we are going to get funded through. We will review the CDBG program and our application for public comment. The hearing was advertised in the County Times December 1, 2016.

**Mayor Burris entertained a motion to close the regular meeting and open the Public Hearing.**

**Councilmember Combs moved to close the regular meeting at 4:15 pm and open the public hearing; seconded by Councilmember Hammett, motion passed.**

Ms. McKay reported that we are required to provide this information during the public hearing. She went on to say that the Maryland Community Development Block Grant Program (CDBG) is a federally funded program designed to assist county and municipal governments with activities directed toward neighborhood revitalization, housing opportunities, economic development and improved public facilities and services. Congress initiated the program in the Housing and Community Development Act of 1974. The Maryland CDBG program is administered by the Department of Housing and Community Development (DHCD).

The primary objectives of the Maryland CDBG program are to provide decent housing and necessary supporting infrastructure, preserve and develop viable communities through the expansion of economic opportunities, and meet the critical needs of Maryland's communities.

For SFY 2017 (FFY 2016), the State of Maryland has been awarded \$7,205,995.

The State provides CDBG funds primarily as gap funding for projects selected by jurisdictions to meet their needs. The funds are awarded through two categories: 1) Community Development and 2) Special Projects.

Revitalizing older neighborhoods and established communities, providing essential public services to low and moderate income persons.

Leonardtown will be applying for a CDBG grant to install an ADA compliant elevator and fire sprinklers for the new Town Hall at a cost of \$346,997. We will be requesting \$306,997 from DHCG and the Town will be contributing \$40,000 plus staff time to make up the difference and as matching funds.

This elevator will bring the Town offices into ADA compliance and ensure the continued safety and accessibility of all Leonardtown residents and staff members. This will allow those with mobility issues to attend meetings and participate in the public process of government or in the future, work or visit the offices that will be housed upstairs.

This public hearing is to obtain comments and views from Town residents regarding this grant and also to discuss other proposed projects that residents would like considered, if any.

Mayor Burris opened the floor to the public for comments.

**There being no public comment, Mayor Burris entertained a motion to close the Public Hearing and open the regular meeting.**

**Councilmember Combs moved to close the Public Hearing and open the regular meeting; seconded by Councilmember Hammett, motion passed.**

**Resolution No. 10-16- Resolution to Support CDBG Grant for Elevator and Sprinkler in Town Hall-** Following the public hearing we can vote on the new resolution to support the grant application. The Town pledged \$40,000 of matching dollars. The elevator and sprinkler system would need to be bid. The application was submitted based on cost estimates.

**Councilmember Roberts moved to approve Resolution No. 10-16 in support of a CDBG grant application in the amount of \$306,997 to install an elevator and sprinkler system in Town Hall located at 22670 Washington Street; seconded by Councilmember Roger Mattingly, no further discussion, motion passed unanimously**

**Mayor's Report** – Mayor Burris

Mayor Burris wished everyone a Merry Christmas and a Happy New Year. He thanked the Council and Staff for all their hard work this past year and looked forward to 2017.

**Events** – Roger Mattingly

***Christmas on the Square and Christmas Tree Lighting*** – While it is impossible to get an exact head count, we had an estimated 8,000+ spectators join us for Santa's arrival to light the Christmas tree! New performers on stage this year included Dreams Studio of Dance and the Southern Maryland Youth Orchestra and Choir. Special thanks to emcee Mock Mattingly, St. Michael's School for bringing their mini train ride, and blacksmith Chris Roper for adding an extra special point of interest! Thanks also to the Leonardtown Volunteer Fire Department, St. Mary's County Sheriff's Department, Leonardtown Business Association, Leonardtown Council, Town staff and event sponsors for making this a safe and entertaining event!

Councilmember Roger Mattingly remarked that we need to provide more and larger signage to announce our events.

Many businesses have reported good returns during Christmas on the Square, Small Business Saturday and Keep the Cheer Here First Friday.

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

Tuesday, December 13	5-7 PM	Carolyn Laray's Retirement Party @ The Front Porch (RSVP Requested)
Wednesday, December 14	5 PM	Chamber Business After Hours Bob Taylor Engineering, Inc. 35 <sup>th</sup> Anniversary, hosted by the Chamber @ 44200 Airport Road
Friday, December 16	7 PM	LHS Rose Players Winter Cabaret Fundraiser
Saturday, December 17	7 PM	Latrice Carr Christmas Musical
Sunday, December 18	1-5 PM	Children's Event w/ Gracie's Guys & Gals @ 5 South Event Center, Callaway
Sunday, December 18	4-6 PM	LBA Christmas Party at The Rex
Monday, December 26	HOLIDAY	Town Office Closed Merry Christmas!
Monday, January 2, 2017	HOLIDAY	Town Office Closed – Happy New Year!

Friday, January 13 8:30 AM LBA Meeting @ TBD

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

Councilmember Hammett reported lots of permits have been issued and encourages everyone to check out all the new businesses that have opened up. Urban BBQ, Jessie's Kitchen have both opened up and Crazy for Ewe and Black Market Interiors have moved to a new joint location in the Old Heritage building. The La Rive Breton is now open for dinner.

**ENR Upgrade** – Tom Combs

Councilmember Combs deferred to Ms. McKay for an update. She remarked that they have been battling with getting concrete poured in the lagoon but the weather has not been cooperating to be warm enough; we hope they can begin on Saturday and if not it will be Monday or Tuesday.

**SMMA Update** – Leslie Roberts

Councilmember Roberts reported that Leonardtown is hosting the Legislative dinner here in the new Town Hall on Wednesday and we have approximately 38 people attending with quite a few legislators and MML representatives including, Tracy Farrish Gant, MML President. Our next meeting after that will be January 18 hosted by the City of Annapolis.

**Safety and Emergency Preparedness** – Jay Mattingly

Councilmember Mattingly reported that he will be attending the Legislative dinner and wishes everyone a Merry Christmas and a Happy New Year.

**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 5:10 p.m.; seconded by Councilmember Hammett , no further discussion; 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 M. Combs, Councilmember

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