



# Commissioners of Leonardtown

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

## Town Council Meeting Minutes October 15, 2024

Live streamed video of the meeting can be found on  
YouTube – [www.youtube.com/c/TownofLeonardtown](https://www.youtube.com/c/TownofLeonardtown)

Attendees: Daniel W. Burris, Mayor  
J. Maguire Mattingly IV, Vice President  
Nick Colvin, Council Member  
Heather M. Earhart, Council Member  
Christy Hollander, Council Member  
Mary Maday Slade, Council Member

Also, in attendance were: Laschelle McKay, Town Administrator; Teri Dimsey, Executive Secretary; Mike Bailey, Planning; Will Morehead, JustTech; Jennifer Misner, Main Street Manager, Roger Mattingly, LVFD; Laura Clarke, Clarke Consulting; SoMDNews; A complete list of attendees is on file at the Town Hall.

Mayor Burris asked Councilmember Colvin to give the invocation and Ms. Dimsey to lead the Pledge of Allegiance.

### Approval of Minutes

Mayor Burris entertained a motion to approve the meeting minutes of September 9, 2024.

**Councilmember Mattingly moved to approve the minutes of September 9, 2024 as presented; seconded by Councilmember Colvin; motion passed unanimously.**

### Treasurers Report – Laschelle McKay

Ms. Strand is out on medical leave and expected back Monday, October 21<sup>st</sup>. She has been working with the Auditors and finishing up on the financial statements. We expect the audit to be completed and the presentation to Council to take place either during the November or December meeting. Expenses are in line but there are still some allocations to complete. We will begin the budget cycle in January with approval scheduled during the April meeting.

### Planning and Zoning Report – Laschelle McKay

There was no planning meeting held last month and as there are no items to be presently heard, the October meeting has been cancelled. The next meeting is scheduled to be held on Monday, November 18 at 4:00 p.m.

### Police Report – No Report

Deputy Roszell attended numerous training classes this past month. She has updated staff.

### **Town Administrator Report – Laschelle McKay**

Ms. McKay introduced Ms. Jeanine Harrington, who has come on-board as Assistant Town Administrator. She has an extensive planning and administrative background and we are looking forward to keeping her busy with all the upcoming projects.

### **Liquor License Letter of Support-Botanic Café**

Botanic Cafe would like to be able to offer cocktails, beer and wine at their expanded location at 22725 Duke Street along with brunch and lunch. Lia Horna is the owner and is asking for a restaurant license.

*Councilmember Slade asked if there was a completion date?*

*Ms. McKay responded that they are working towards completion by the first of the year barring any unexpected obstacles.*

**Councilmember Slade moved to approve sending a liquor license letter of support for Botanic Cafe for a restaurant license at their location at 22725 Duke Street; seconded by Councilmember Mattingly, no further discussion, motion passed unanimously.**

### **Liquor License Letter of Support- T&Js Cove at 41565 Park Ave**

Latessa Daugherty is opening a steak and seafood restaurant in the former Slice House building at 41565 Park Ave. The business name is T&J's Cove and Latessa is requesting a Class B Restaurant license letter of support.

No building permit has been pulled yet but, as it takes time to get on the Alcohol Board schedule, they are putting things in place to be ready to move forward quickly.

**Councilmember Mattingly moved to send a liquor license letter of support for T&J's Cove for a Class B restaurant license at 41565 Park Ave; seconded by Councilmember Colvin, no further discussion, motion passed unanimously.**

### **Extend Water and Sewer Maintenance Contract- Holcomb Landscaping**

Holcomb Landscaping was awarded the water and sewer maintenance contract when it was bid in 2022. The contract was for 2 years (12/1/22-11/30/24) and has three one-year extensions remaining on the contract. Staff recommends awarding a one-year extension to the contract.

**Councilmember Slade moved to approve a one-year extension to the water and sewer maintenance contract with Holcomb Landscaping ending November 30, 2025; seconded by Councilmember Hollander, no further discussion, motion passed unanimously.**

### **TK Elevator Contract Extension**

The Thyssen Krupp elevator contract signed in November 2019 expires this November 15th. The existing monthly service price is \$225 per month. The new quote is \$260 per month for 60 mos. The contract is needed for emergency service/repairs as well required inspections and yearly processes to keep the license current with the State.

**Councilmember Colvin moved to approve the extension of the TK Elevator contract for 60 months; seconded by Councilmember Earhart, no further discussion, motion passed unanimously.**

### **Introduce Ordinance No. 225 Development Impact Fees**

As discussed at the September 9th Town Council meeting with the awarding of the Meadows Water Tower contract, the increase of the water impact fee from \$3,000 to \$6,000 will be necessary to service the debt for the well and water tower construction. A public hearing will be held next month. The impact fee was raised from \$1,800 to \$3,000 in 2019 in preparation for these upcoming projects but the prices have escalated much more than those estimated in 2019.

### **Introduction of Ordinance No. 226 Admissions and Amusement Tax**

In 1972, an admissions and amusement tax, was enacted by the Commissioners of Leonardtown and the tax is/was collected by the Comptroller of MD with a portion withheld by the State for the collection services. This is not a required tax. Ms. McKay and Councilmember Slade have been working on grasping a better understanding of the program for almost a year. There is a lot of misunderstanding and there has been no educational guidance for local businesses regarding the tax. The definition of who has to pay the tax is under dispute in many areas because business has changed over the years and the definition is outdated. One of the benefits of an A&E District is the waiver of the Admissions and Amusement Tax. The Town approved that in the 2013 and 2023 Arts and Entertainment resolutions. This year we budgeted \$100. In FY22 we collected \$32.79 and FY23 we collected \$222.69. The Town A&A tax is set at 1% of gross receipts for movies and 10% for all other qualifying activities. SMC is set at 2% for all activities. 10% is the maximum allowed. Because there is so much confusion and we have been collecting such a small amount for these many years, we are recommending doing away with the tax at this time. It could be reinstated in the future if need be. Most of the businesses that would be required to pay the tax would be downtown in the A&E District anyway. We feel this is the most equitable way to resolve this at this time.

### **Middle Passage Ceremonies and Port Markers Project MOU**

Last month we brought the draft MOU forward for discussion. Councilmember Earhart has made the changes we discussed in the MOU. She is asking for approval this month to sign the MOU.

**Councilmember Colvin moved to approve Mayor Burris to sign the Middle Passage Ceremonies marker MOU; seconded by Councilmember Slade, no further discussion, motion passed unanimously.**

### **Main Street Update – Ms. McKay**

Ms. Misner, Ms. McKay, Mr. McKay and Ms. Folger all attended the Maryland Main Street Conference, held in Frederick, Maryland and attended some informative sessions and Ms. Misner attended a tour of Frederick showing how they have worked to maintain and improve their Main Street initiatives.

We are putting together a Comprehensive Plan meeting open to the public on Monday, October 28<sup>th</sup> at 6:00 p.m. held at the Town Hall, with our consultant, Mr. Muldrow, in attendance to present and answer questions. We invite the public to attend to learn about the Comprehensive Plan so that we can gather useful information from our community on their input, concerns or questions.

### **Mayor's Report – Mayor Burris**

The Leonardtown Rotary Club is hosting Flag for Heros and you can sponsor a flag for a donation and those funds go towards support of local Veterans Programs and Rotary Community Service Projects.

**LBA Report** – Kristy Parker unavailable / Ms. McKay reporting  
Hometown Heroes event this past June where the LBA raised \$2,151 and they presented \$1,075.50 to the Leonardtown Rescue Square and \$1,075.50 to the Leonardtown Fire Department. They hope to continue doing this worthwhile cause yearly each June. We have over 80 scarecrows throughout the Town and we have received so many positive comments from visitors and business owners. We did, unfortunately, have some vandalism to the scarecrows over the weekend. The final concert of the series is being held this weekend on the square on Saturday. The December LBA meeting will be the holiday gathering and doing away with the gift exchange. This will be on Friday, December 13<sup>th</sup> here at the Town Hall at 8:30 a.m.

**Events** – Heather Earhart

Councilmember Earhart thanked the Town and our community members. She has family in western North Carolina who were affected by the floods following hurricane Helene and all the donations of food, clothing and money were so helpful and such a bright beginning to their recovery.

Mr. Held mentioned that SOF Market has a staging collection site and as it is difficult to get in/out of they are limiting the runs. Only warm weather clothes are needed along with pet food and the essentials.

Bruderfest parade was a fun time and the annual Bar Crawl had a great turn-out. Don't forget to vote on your favorite scarecrow. Also, Leonardtown Wellness Day is this weekend and they have a good variety for everyone to explore. And lastly, Aces Angels Walk for Breast Cancer is also happening down at the Wharf next weekend.

**Community Development and Planning** – Nick Colvin

Councilmember Colvin noted that property acquisition continues for the sidewalk project. The tractor parade was a lot of fun and another good turnout for the annual Bar Crawl. Make sure to get out to see all the scarecrows and vote for your favorite.

Ms. McKay mentioned that she received notice that the State has overspent their federal money on projects and need to wait several months until they get additional federal money approved. We are unsure of time frame for projects.

**Utilities** – Christy Hollander

Councilmember Hollander reported that she has been working to keep on top of the Comcast infrastructure project throughout the Town's neighborhoods of Leonard's Grant, Clark's Rest and Meadow of Town Run. So far things are moving forward relatively smoothly with the Town working in conjunction with the Comcast management and maintaining good communication.

**SMMA Update** – Jay Mattingly

Councilmember Mattingly reported that September 13<sup>th</sup> was the MML Board of Directors retreat in Maryland. He participated in the Brudergarten pet parade which was a lot of fun. The MML Fall Conference will be held November 6 and 7 in Cambridge with both Councilmember Earhart and himself attending.

**Business Development** – Mary Slade

Councilmember Slade reminded all small businesses that Maryland does require all business to offer retirement plans to all of their employees so they need to make sure they are in line with the State's requirements. Also, Maryland has passed a new law on October 1<sup>st</sup> that when publishing an open position you are required to include a salary range. Thanks Hans

and Joyce for running the Coastal Arts Market these last many years which they hold every third weekend down at the Wharf.

Ms. McKay announced that there is a groundbreaking for the YMCA on November 12<sup>th</sup> at 3:30 p.m. with the County Commissioners at the Great Mills High School.

This Saturday at 10:00 a.m. St. Mary's County Leonardtown library is showcasing the new artwork by Parran Collery titled Lush Life and Seasons being placed in the natural plantings garden. The same group who coordinated those plantings reached out to the Town and they just planted native plants in the Hurry Parkette as inclusion in the Butterfly Trail and a strip of area down the side alley in LTown.

**Mayor Burris entertained a motion to adjourn.**

**Councilmember Mattingly moved to adjourn the meeting at 4.33 p.m.; seconded by Councilmember Hollander, motion passed unanimously.**

Mayor Burris remarked that he will be available for any discussions for the next 30 minutes.

Respectfully Submitted:

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Teri P. Dimsey

Approved:

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Daniel W. Burris, Mayor

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Nick Colvin, Councilmember

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Heather M. Earhart, Councilmember

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