



**TOWN OF LA PLATA  
Town Council Minutes**

May 26, 2026, 6:00 PM

Regular Meeting

Council Chambers, La Plata Town Hall

305 Queen Anne St.

La Plata MD

**PRESENT:** Mayor Jeannine James  
Councilman Paul Guttenberg  
Councilman Patrick McCormick  
Councilman Gregory Sampson, Jr.  
Councilman Tyjon Johnson

**ABSENT:**

**TOWN STAFF:** Chuck Stevens, Town Manager  
Michelle Miner, Assistant Town Manager  
Monica Kennedy, Director of Human Resources  
Martha Tennison, Accounting Manager  
Matt Norris, Chief of Police  
Kelly Phipps, Director of Legislative Services  
Shelby Pritchett, Town Clerk

**GUESTS:** Maxwell Talbert, Junior Mayor  
Riley Alling, Junior Mayor

1. Call to Order

Mayor James called the meeting to order at 6:00 PM.

1.1. Meeting Attendance and Decorum

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to [Legislative@townoflaplata.org](mailto:Legislative@townoflaplata.org). Individuals wishing to address the Town Council may sign up in advance on the Town's website ([Public Communications](#)) or on the meeting sign-up sheet.

**Join on your computer, mobile app, or room device.**

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Meeting ID: 271 095 028 035 62

Passcode: vp3Sh6j2

(Calendar Year 2026)

## 1.2. Roll Call

The Town Clerk conducted Roll Call.

## 1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance with the assistance of Junior Mayors Maxwell Talbert and Riley Alling.

## 1.4. Approval of the Meeting Agenda

Councilman Guttenberg moved to approve the agenda as presented.

Moved By: Paul Guttenberg, seconded by Patrick McCormick.

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent:

**Passed**

## 2. Consent Agenda

Councilman Johnson moved to approve the consent agenda as presented.

Moved By: Tyjon Johnson, seconded by Gregory Sampson

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent:

**Passed**

2.1. Approval of Minutes from Regular Meeting on April 14, 2026, and April 28, 2026.

2.2. Adoption of Resolution 26-31 OpenGov Budgeting Software

## 3. Petitions, Communications, Appearances and Public Comment

### 3.1. Public Comment

No public speakers were present at this meeting.

### 3.2. Junior Mayor Recognition

Mayor James recognized Junior Mayors Maxwell Talbert and Riley Alling as semi-finalists in the "If I Were Mayor" essay competition sponsored by the Maryland Municipal League. Both Junior Mayors read their respective essays.

## 4. Matters of Council Discussion

#### 4.1. Finance Committee

The Town Manager gave a brief overview of the staff recommendation and answered questions from the Council. The Town Council reached a consensus to proceed with legislation.

#### 4.2. Authority to Correct Scrivener's Errors

The Town Manager gave a brief overview of the staff recommendation and answered questions from the Council. The Town Council reached a consensus to proceed with legislation.

#### 4.3. Wills Memorial Park Walkway Upgrade

The Town Manager gave a brief overview of the staff recommendation and answered questions from the Council. The Town Council reached a consensus to proceed with legislation.

#### 4.4. Boards and Commissions Interview Process (Johnson)

The Town Manager gave a brief overview of the staff recommendation and answered questions from the Council. The Town Council reached a consensus to proceed with legislation. Mayor James voted in opposition.

### 5. Legislation

#### 5.1. Ordinance 26-11 Revision of Employee Handbook (Second Reading; For Consideration of Adoption)

AN ORDINANCE concerning

Revision of Employee Handbook

FOR the purpose of amending certain personnel rules and regulations regarding policies on Civility in the Workplace, Gift Acceptance, Workplace Communication, Vacation Accrual, Sale of Leave, and Heat-Related Illness Prevention and Management in the Town's Employee Handbook; and all matters generally relating thereto.

Mayor James moved to adopt Ordinance 26-11 as presented.

Moved By: Jeannine James, seconded by None.

#### **Failed**

The Town Council provided the Town Manager with feedback to revise the Employee Handbook by removing specific language in the Low Intensity Behavior section and eliminating a portion of the section regarding employee communications with the Town Council.

#### 5.2. Ordinance 26-12 Finance Committee (First Reading; For Introduction)

AN ORDINANCE concerning

Chapter 21 – Finance Committee

FOR the purpose of amending Chapter 21 of the Code of the Town of La Plata, formalizing the role of the Finance Committee in providing analytical review, advisory opinions, and ongoing monitoring of the Town's financial condition; and all matters generally relating thereto.

The Town Manager conducted a first reading of Ordinance 26-12 for introduction to the Town Council.

5.3. Ordinance 26-13 Authority to Correct Scrivener's Errors (First Reading; For Introduction)

AN ORDINANCE concerning

Authority to Correct Scrivener's Errors

FOR the purpose of authorizing the Town Attorney and Town Clerk to correct scrivener's errors in the Town Code and in ordinances, resolutions, and other official documents adopted by the Council without the need for readoption of such legislation or documents; and all matters generally relating thereto.

The Town Manager conducted a first reading of Ordinance 26-13 for introduction to the Town Council.

5.4. Resolution 26-32 Wills Memorial Park Walkway — Award of Contract (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Wills Memorial Park Walkway Upgrade - Award of Contract

FOR the purpose of authorizing the Town Manager to enter into a contract agreement for the replacement of the concrete walkway at Wills Memorial Park; and all matters generally relating thereto.

Councilman Johnson moved to adopt Resolution 26-32 as presented.

Moved By: Tyjon Johnson, seconded by Patrick McCormick.

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent:

**Passed**

5.5. Resolution 26-33 Board, Commission, and Committee Appointments – Interview and Selection Process (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Board, Commission, and Committee Appointments – Interview and Selection Process

FOR the purpose of establishing a formal, consistent, and transparent process for the review and appointment of volunteer members to Town Boards, Commissions, and Committees; and all matters generally relating thereto.

Councilman Guttenberg moved to adopt Resolution 26-33 as presented.

Moved By: Paul Guttenberg, seconded by Tyjon Johnson.

Ayes: Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman

Johnson  
Nays: Mayor James  
Abstained: None  
Absent:  
**Passed**

6. New Business

6.1. Reports from the Town Council

The Mayor and Town Council reported on activities in their respective boards and commissions, and on current and upcoming events and activities in the town.

7. Adjourn

7.1. Adjournment

Mayor James adjourned the meeting at 7:07 PM.

Submitted by:

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Shelby Pritchett, Town Clerk