



TOWN OF LA PLATA
Town Council Minutes
October 28, 2025, 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 (virtual)
Karina Larsen, Town Treasurer
Matt Norris, Chief of Police
Kelly Phipps, Director of Legislative Services
Shelby Pritchett, Town Clerk

GUESTS:

1. Call to Order

1.1. Call to Order

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. 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: 240 806 147 692

Passcode: 2T5Bm6FQ

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

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

1.2. Roll Call

Director Phipps conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James, with assistance from a Daisy Girl Scout, led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman McCormick moved to approve the agenda as presented.

Moved By: Patrick McCormick, seconded by Tyjon Johnson.

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

Nays: None

Abstained: None

Absent: None

Passed

2. Consent Agenda

Councilman Johnson moved to approve the Consent Agenda as presented.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.

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

Nays: None

Abstained: None

Absent: None

Passed

2.1. Approval of minutes from meeting on September 9, 2025

2.2. Approval of minutes from Town Council retreat on September 11, 2025

2.3. Approval of minutes from meeting on September 23, 2025

2.4. Amendment to Fiscal Year 2026 Fee Schedule

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

No public speakers were present at this meeting.

3.2. Oath of Office: Ryan Kruger, La Plata Police Department

Mayor James administered the Oath of Office.

3.3. Re-Affirmation of Oath of Office: Matt Norris, Chief of Police

Mayor James administered the Oath of Office.

3.4. Proclamation: Operation Green Light (November 4 - 11, 2025)

Councilman Guttenberg delivered the Operation Green Light proclamation.

3.5. Proclamation: Small Business Saturday (November 29, 2025)

Mayor James delivered the Small Business Saturday proclamation.

3.6. Neighborhood Mini-Grant Awards

- Hawthorne Greene
- La Plata Area Girl Scout Troops
- Kings Grant
- Quailwood
- Whispering Oaks

- Councilman Sampson presented the Neighborhood Mini-Grant Award to Hawthorne Greene and Quailwood.
- Councilman Johnson presented the Neighborhood Mini-Grant Award to La Plata Area Girl Scout Troops.
- Councilman McCormick presented the Neighborhood Mini-Grant Awards for Kings Grant and Whispering Oaks. No representative was present to receive the award for Kings Grant.

3.7. Presentation: Route 6/Charles Street Re-Design (Maryland State Highway Administration)

Sean Boyle, Lindsey Bobian, and Kimberly Tran from the Maryland State Highway Administration provided a project status update and answered questions from the Town Council.

4. Matters of Council Discussion

4.1. Radio Station Road/Willow Lane Bikeway

Jamie Kendrick of Woodvalley Community Strategies provided an overview of the project to date.

4.2. Wills Memorial Park Amphitheater and Trail

Mr. Kendrick provided an overview of the amphitheater and trail project concept.

4.3. Town Hall Campus

Mr. Kendrick provided an overview of Town Hall Campus project concept.

4.4. Municipal Government Works Month (November 2025)

The Town Manager brought the Town Council's attention to Municipal Government Works Month, November 2025. A proclamation will be issued at the Town Council's November 18, 2025, meeting.

5. New Business

5.1. Report from Town Manager

The Town Manager informed the Town Council of the development of an administrative procedure to address utility billing issues related to waterline breaks or leaks.

5.2. Reports from the Mayor and Town Council

The Mayor and Town Council reported on upcoming town events and on activities in their respective boards, commissions, and wards. Councilman Sampson had no report.

6. Motion for a Closed Session

Councilman Johnson moved to conduct a closed session under statutory authority § 3-305(b)(1) and 3-305(b)(14).

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.

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

Nays: None

Abstained: None

Absent: None

Passed

- 6.1. **Statutory Authority to Close Session:** § 3-305(b)(1)(i) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

Topic: Conduct of member of board or commission

Reason for Closure: Consideration of disciplinary action

- 6.2. **Statutory Authority to Close Session:** § 3-305(b)(14) discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process

Topic: Facilities Master Plan Contract Discussion

Reason for Closure: Discuss negotiating parameters

7. Adjourn

7.1. Adjournment

Mayor James adjourned the meeting at 7:41 PM.

Submitted by:

Shelby Pritchett, Town Clerk