



TOWN OF LA PLATA
Town Council Minutes
January 13, 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
Don Dooley, Director of Planning
Karina Larsen, Town Treasurer
Matt Norris, Chief of Police (virtual)
Mike Payne, Captain
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: 271 095 028 035 62

Passcode: vp3Sh6j2

(Calendar Year 2026)

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

The Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman Johnson moved to approve the agenda 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

2. Disclosure of Closed Session

2.1. Disclosure of Closed Session on December 16, 2025.

In accordance with the Maryland Open Meetings Act § 3-306(c)(2), Mayor James disclosed the conduct of a closed session on December 16, 2025.

3. Consent Agenda

Councilman McCormick moved to approve the consent agenda as presented.

Moved By: Patrick McCormick, seconded by Paul Guttenberg.

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

Nays: None

Abstained: None

Absent:

Passed

3.1. Approval of Resolution 26-01 Heritage Green Parkway Road and Drainage Improvements - Professional Engineering Services

3.2. Approval of Resolution 26-02 Charles Street Water Main — Professional Engineering Services

3.3. Adoption of Resolution 26-03 Willow Lane Pump Station Preventive Maintenance

3.4. Adoption of Resolution 26-04 Redwood Lake Pond National Pollutant Discharge Elimination System Pond Rehabilitation Project

4. Petitions, Communications, Appearances and Public Comment

4.1. Public Comment

Rebecca Turner spoke on the topics of sewage and water.

5. Matters of Council Discussion

5.1. Charter Amendment

Councilman Johnson made a motion to move forward with the four proposed charter amendments to be presented at the Public Hearing on February 24, 2026.

Moved By: Tyjon Johnson, seconded by Patrick McCormick.

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

Nays: Mayor James

Abstained: None

Absent:

Passed

5.2. Fund Balance Reserve Policy

The Town Council reached a consensus to proceed with legislation.

6. Matters of Information

6.1. Adequate Public Facilities Ordinance

The Town Manager presented the details of the Adequate Public Facilities Ordinance to the Council. The Town Manager and Planning Director addressed Council questions.

7. Legislation

7.1. Resolution 26-06 Fund Balance Reserve Policy (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Fund Balance Reserve Policy

FOR the purpose of adopting the Town of La Plata Fund Balance Reserve Policy; and all matters relating thereto.

Councilman Guttenberg moved to adopt Resolution 26-06 as presented.

Moved By: Paul Guttenberg, seconded by Tyjon Johnson.

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

Councilman Johnson

Nays: None

Abstained: None

Absent:

Passed

8. New Business

8.1. Town Manager's Operational Report (Written Only)

8.2. Treasurer's Report (Written Only)

8.3. Cash Disbursement Report (Written Only)

8.4. Reports from the Mayor and Town Council

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

9. Motion for a Closed Session

9.1. 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: Town Attorney Appointment

Reason for Closure: To consider the appointment of a candidate as the Town Attorney.

Councilman Johnson moved to enter the closed session.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.

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

Nays: None

Abstained: None

Absent:

Passed

10. Adjourn

10.1. Adjournment

Mayor James adjourned the meeting at 7:58 pm.

Submitted by:

Shelby Pritchett, Town Clerk