

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
Tuesday, February 14, 2012**

**Present:** Commissioner President Francis Jack Russell  
Commissioner Lawrence D. Jarboe  
Commissioner Cynthia L. Jones  
Commissioner Todd B. Morgan  
Commissioner Daniel L. Morris  
Sue Sabo, Director, Human Resources and Acting County Administrator  
Donna Gebicke (Recorder)

**JOINT MEETING OF THE BOARD OF COUNTY COMMISSIONERS AND THE  
COMMANDING OFFICER, NAVAL AIR STATION (NAS) PATUXENT RIVER:  
ENCROACHMENT MITIGATION AND PREVENTION**

The Commissioners met with the Commanding Officer and representatives of NAS Patuxent River at 9:00 am at the Frank Knox Employment Development Center at NAS/PAX River for the semi-annual encroachment mitigation and prevention meeting. Topics covered at the meeting included updates on NAS Patuxent River Enhanced Use Lease (EUL) program and the Joint Land Use Study (JLUS); Tri-County Council of Southern Maryland's role in the JLUS; St. Mary's County Development, Planning and Land Use; Lexington Park Revitalization; Eastern Shore Wind Turbine Development; and a briefing on the arrival and testing of the X-47B aircraft.

**CALL TO ORDER**

Commissioner President Russell called the business meeting to order at 11:00 am in the Chesapeake Building meeting room, Governmental Center.

**APPROVAL OF MINUTES**

**Commissioner Morgan moved, seconded by Commissioner Morris, to adopt the minutes of February 7, 2012, as presented. Motion carried 5-0.**

**PROCLAMATION WAS PRESENTED FOR SOUTHERN MD SUDOKU CHAMPIONSHIP  
DAY**

## COUNTY ADMINISTRATOR

1. Draft Agenda for February 28, 2012. There will be no meeting on February 21, 2012.

2. **Department of Economic and Community Development** (*Bob Schaller, Director; Carolyn Laray, Manager, Tourism Division*)

*(Gracie Brady, Preservation Planner; Dept. Land Use and Growth Management; Members of the St. Mary's County War of 1812 Committee)*

**Commissioner Jones moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the Memorandum of Understanding between the St. Mary's County Government and the National Park Service on behalf of the Department of Economic and Community Development for privileges and responsibilities of a contributing partner of the Star Spangled Banner National Historic Trail to include provision of interpretive opportunities related to the War of 1812, and to allow installation of interpretive signage at the site of the St. Mary's County Welcome Center in Charlotte Hall. Motion carried 5-0.**

**Commissioner Morgan moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the Letter of Agreement between the County and Star-Spangled 200 Inc., and the Maryland War of 1812 Bicentennial Commission on behalf of the Department of Economic and Community Development for the non-exclusive right to use the Star Spangled 200 Official Logo. Motion carried 5-0.**

3. **Department of Aging and Human Services** (*Lori Jennings-Harris, Director, Cynthia Brown, Division Manager, Human Services*)

*(Dr. Kathy O'Brien, Executive Director, Walden Sierra, Inc.)*

**Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute FY2012 Supplemental Funding Award documents from the Maryland Alcohol and Drug Abuse Administration for the Recovery Oriented Systems of Care on behalf of the Department of Aging and Human Services, Project #s US1253, US1255, US1257 and US1259, the related sub-recipient agreement between the County and Walden Sierra, Inc. and the budget amendments increasing the grant funds by \$224,553 and the emergency appropriations reserve by \$405. Motion carried 5-0.**

4. **Department of Public Works and Transportation** (*George Erichsen, Director*)

**Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and sign Resolutions accepting: (1) Town View Court located in the Town View Subdivision, 3<sup>rd</sup> Election District, into the highway maintenance system, and posting a 25-mph speed limit; and, (2) Autumn Court (extension) located in the Cecil's Mill**

**Subdivision, 8<sup>th</sup> Election District, into the highway maintenance system, and posting a 25-mph speed limit. Motion Carried 5-0.**

**Commissioner Morris moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the budget amendment to reallocate \$88,500 from the County Highway Division fuel and oil contingency allocation to grant projects MD1274 (SSTAP) and US1270 (Public) as additional county funding for the purpose of adjusting the fuel and oil accounts based on projected expenses for the balance of the fiscal year. I further move that staff reconcile project accounts at the end of the fiscal year to ensure that available STS grant funding is being utilized to the fullest extent possible. Motion carried 5-0.**

**5. Department of Recreation and Parks (*Phil Rollins, Director*)**

**Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize staff to submit the Transportation Enhancement Program grant application to the Maryland Department of Transportation for construction of Phase VI of the Three Notch Trail in the amount of \$2,870,720. Motion carried 5-0.**

**6. Department of Finance (*Elaine Kramer, CFO; Jeannett Cudmore, Deputy Director*)**

**Commissioner Morris moved, seconded by Commissioner Jarboe, to: (1) approve and authorize Commissioner President Russell to execute the budget amendment reducing Debt Service in the amount of \$421,826 and increasing BOCC Emergency Reserve; and, (2) approve and authorize Commissioner President Russell to execute the budget amendment transferring \$421,826 in Debt Service Savings in the BOCC Emergency Reserve to the CIP FIN12 Reserve as Pay-go to reduce projects identified with revenue source of Bonds, thereby reducing Debt Service in future years. Motion carried 5-0.**

**Commissioner Morris moved, seconded by Commissioner Jarboe, to: (1) to approve and authorize Commissioner President Russell to execute the budget amendment realigning departmental health holiday budget savings to the BOCC Emergency Appropriation Reserves in the amount of \$1,339,811; and, (2) approve and authorize Commissioner President Russell to execute the budget amendment realigning the health holiday budget savings that went to the BOCC Emergency Appropriation Reserve to the OPEB Trust account in the amount of \$1,339,811. Motion carried 5-0.**

**7. St. Mary's County Metropolitan Commission (*Dan Ichniowski, Assistant Director; Rebecca Shick, Chief Financial Officer*)**

**Commissioner Morgan moved, seconded by Commissioner Jones, to approve, as evidenced by the signing of necessary legal documents, the action by the St. Mary's**

**County Metropolitan Commission to refinance the Maryland DHCD Infrastructure Bond 1999 Series A. Motion carried 5-0.**

**8. Department of Public Safety and Information Technology** (*Bob Kelly, Director*)

**Commissioner Jones moved, seconded by Commissioner Morris, to approve and authorize Commissioner President to sign the 1<sup>st</sup> and 4<sup>th</sup> amendments to the Tower License between Crown Atlantic Company, LLC and the Board of County Commissioners for St. Mary's County, Maryland. Motion carried 5-0.**

**DEPT. OF FINANCE: DECISION ON PROPOSED SUPPLEMENTAL APPROPRIATION OF \$125,000 TO FUND THE EMERGENCY SERVICES SUPPORT FUND FOR COSTS RELATED TO NARROWBANDING OF EXISTING PAGERS FOR FIRE DEPARTMENTS AND RESCUE SQUADS TO MEET FCC REGULATIONS**

**Present:** Elaine Kramer, CFO

Bob Kelly, Director, Dept. of Public Safety and Information Technology

Ms. Kramer noted that a hearing was held on January 31, 2012, based on an estimate of \$125,000 to fund costs related to narrowbanding of existing pagers for fire departments and rescue squads to meet FCC Regulations. More detailed information was received following the hearing which lowered the request to \$85,000. Mr. Kelly explained that older model pagers require shipment back to the vendor for reconfiguration while the newer pagers can be reconfigured locally, lowering the original estimated cost.

**Commissioner Morris moved, seconded by Commissioner Morgan, to approve and adopt an Ordinance increasing the Department of Public Safety and Information Technology FY 2012 Emergency Services Support Fund Budget by \$85,000 and to approve and authorize Commissioner President Russell to execute the related budget amendment in the amount of \$85,000. Motion carried 5-0.**

**DEPT. OF FINANCE: DECISION ON PROPOSED CHANGES TO THE PROCUREMENT POLICY ADDRESSING THE SOLICITATION THRESHOLDS AS WELL AS A LOCAL VENDOR PREFERENCE**

**Present:** Elaine Kramer, CFO

Randy Burns, Procurement Officer

Ms. Kramer noted a public hearing was held on January 31, 2012, to hear testimony on two proposed changes to the Procurement Manual: the process for purchases less than \$25,000 and a Local Vendor Preference. The Commissioners were provided with copies of the record and subsequent comments, along with additional information on costs.

*Commissioner Jarboe indicated that due to the potential for higher costs, less competition and a procurement policy with two different codes for purchasing depending on which side of the county line you are on, he couldn't support the motion.*

*Commissioner Jones suggested that the Finance Department provide an impact report in about six months to determine whether the changes have had the desired results.*

**Commissioner Morgan moved, seconded by Commissioner Jones, to adopt Resolutions amending Chapter 178 of the Code of St. Mary's County to establish procedures for purchases for less than \$25,000 and to include a Local Vendor Preference in the Procurement Manual for St. Mary's County. Motion carried 4-1. Commissioner Jarboe voted nay.**

### **COMMISSIONER'S TIME**

The Commissioners highlighted upcoming events and those attended over the past week as well as personal interest items.

*Commissioner Jarboe said that at the request of Mrs. Gregory, he asked Mr. Shire to share with Ms. Gregory and the Commissioners the Board of Appeal's requirements for the Seymour's Junk Yard in Charlotte Hall, an issue she addressed at previous public forums. Commissioner Jarboe also requested a copy of the petition that requested an increased buffer zone requirement around a Slaughterhouse (originally presented to the prior Board of Commissioners) be provided to the new Commissioners so they will have the history of this matter when it comes before them.*

### **ADJOURNMENT**

Commissioner Russell adjourned the meeting the Board of County Commissioners meeting at 12:23 pm.

Minutes Approved by the Board of County Commissioners on \_\_\_\_\_

\_\_\_\_\_  
Donna Gebicke, Administrative Assistant (Recorder)