

## **Commissioners of St. Mary's County Meeting Minutes (Tuesday, July 10, 2018)**

*Generated by Bonnie Gray on Wednesday, July 11, 2018*

### **Members present**

Commissioner President James R. Guy  
Commissioner Michael L. Hewitt  
Commissioner Tom Jarboe  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor  
Dr. Rebecca Bridgett, County Administrator  
Bonnie Gray, Recorder

### **1. WELCOME**

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 9:02 a.m. in the Chesapeake Building Meeting Room, Governmental Center.

### **Approval of Consent Agenda**

I move to approve the consent agenda, which includes the minutes of June 19, 2018, as presented.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

### **2. PROCLAMATION(S)**

A Proclamation was presented for the 28th Anniversary of the Americans with Disabilities Act.

### **3. RECOGNITION**

#### **A. RECOGNITION - Commission for People with Disabilities Annual Awards**

**Present:** Eric Colvin, Commission for People with Disabilities

The following individuals were recognized by the Commissioners as recipients of the 10th Annual Commission for People with Disabilities Awards:

Donn Cropp - Volunteer of the Year Award

Jeffery Hagen - Vicki Brown Award (formally the Outstanding Person with Disability Award)

LeAna Davis - Care Partner Award

Kenneth Cadena - Wounded Warrior Award

Also, receiving the Notable Employer Award, but unable to attend, was Dave Long, Proprietor of Esperanza Bowling Lanes.

#### **4. MAIN AGENDA ACTION ITEMS**

##### **A. DEPARTMENT OF FINANCE - Request for Bond Sale**

**Present:** Jeanett Cudmore, Chief Financial Officer  
Patty Stiegman, Deputy Director

I move to approve and execute Resolution 2018-24, authorizing the sale and issuance of general obligation bonds in the amount of \$30 million dollars to fund previously approved capital projects as described in the Resolution.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

##### **B. DEPARTMENT OF HUMAN RESOURCES - Fourteenth Amendment to the Sheriff's Office Retirement Plan**

**Present:** Catherine Pratson, Director  
Major Merican, Sheriff's Office

I move to approve the Fourteenth Amendment to the Sheriff's Office Retirement Plan as presented and that the Fourteenth Amendment be subsequently incorporated into the Sheriff's Office Retirement Plan document and authorize the Commissioner President to sign related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

##### **C. OFFICE OF THE COUNTY ATTORNEY - Request for Public Hearing on Disposition of Surplus Real Property**

**Present:** David Weiskopf, Acting County Attorney

I move to approve a Public Hearing for the purpose of receiving public comment on the disposition of certain surplus real property.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

## **5. COUNTY ADMINISTRATOR**

### **A. DRAFT AGENDAS FOR JULY 17 AND 24, 2018**

#### **B. BOARD OF EDUCATION - MSDE Project School Emergency Response to Violence Grant Award**

I move to approve the Maryland State Department of Education Project School Emergency Response to Violence Grant Award in the amount of \$189,202, to the St. Mary's County Public Schools, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#### **C. BOARD OF EDUCATION - Request for FY2019 Categorical Budget Adjustment**

I move to approve the categorical budget adjustment as submitted and approved by the Board of Education on June 27, 2018 in the amount of \$200,000 to fund two FTE's in support of the Maryland Safe to Learn Act, and authorize Commissioner President Guy to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#### **D. OFFICE OF THE COUNTY ADMINISTRATOR - Emergency Medical Services (EMS) SWOT (Strengths, Weaknesses, Opportunities and Threats) Update**

**Present:** Christine Becker, Becker and Associates, LLC

A presentation was given regarding the EMS SWOT conducted and the report was provided.

#### **E. OFFICE OF THE COUNTY ATTORNEY - Emergency Services Board**

I move to Repeal Resolution 94-22 and 97-18 and Replace with the Emergency Services Board and authorize the Commissioner President to sign all related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#### **F. DEPARTMENT OF RECREATION & PARKS - Chaptico Park BMX Lighting**

**MOTION 1:** I move to approve the plan of action for the Chaptico Park BMX Lighting project.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**MOTION 2:** I move to approve the budget amendment reducing the Nicolet Park Entrance Project RP1401 by \$250,000 and returning these funds to the FIN19 capital reserve account.

Motion by Commissioner Todd B. Morgan, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**MOTION 3:** I move to approve the budget amendment transferring funds and appropriation authority in the amount of \$250,000 from the FIN19 capital reserve account to the new Chaptico Park BMX Lighting Project RP1906 and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**G. DEPARTMENT OF RECREATION & PARKS - Program Open Space Grant Application & Project Agreement**

**MOTION 1:** I move to approve the Program Open Space Development Application and Project Agreement, on behalf of the Department of Recreation and Parks, for funding to assist with lighting one of the new athletic fields at John G. Lancaster Park, in the total amount of \$226,431.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**MOTION 2:** I move to approve the budget amendment transferring funds from the FY2019 Capital Reserve to the Recreation Facilities & Park Improvements project #RP1803, in the amount of \$40,000, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**H. DEPARTMENT OF ECONOMIC DEVELOPMENT - Recommended FY19 Annual Fee-in-Lieu of the Purchase of Transferable Development Rights**

I move to approve the Fee-in-Lieu of the purchase of Transferable Development Rights in the amount of \$4,575 for Fiscal Year 2019.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**I. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - Intergovernmental Agreement between MD Department of Human Services & Commissioners of St. Mary's County**

I move to approve and authorize the Commissioner President to execute the Intergovernmental Agreement with the Maryland Dept. of Human Resources (SMC Social Services) in the amount of \$9,700 for STS bus fares.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**J. DEPARTMENT OF EMERGENCY SERVICES - Request Authorization to Seek Funding from the State Emergency Number Systems Board - 911 Voice Recorder**

I move to authorize the Department of Emergency Services to submit a request for grant funding to the State of Emergency Number Systems Board under Project MD1938 in the amount of \$78,116.00, for the purchase of a 911 Center Execom Voice and Radio Logging Recorded, specifically authorizing the Department of Emergency Services to submit the Request for the Project Funding Form, consistent with the copy reviewed by the Commissioners, and further, to approve the Commissioner President to execute all related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**K. DEPARTMENT OF EMERGENCY SERVICES - Animal Shelter Project Update**

**Present:** Steve Walker, Director

A presentation was given regarding the Animal Shelter Project and site selection / possible locations for the new shelter were discussed.

**L. DEPARTMENT OF INFORMATION TECHNOLOGY - Information Technology Use and Security Policy Revision**

I move to approve the Information Technology Use and Security Policy Revision and authorize the Commissioner President to sign the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan  
Not Present at Vote: Commissioner John E. O'Connor

## **M. DEPARTMENT OF INFORMATION TECHNOLOGY - GIS Update**

**Present:** Bob Kelly, Chief Information Officer  
Eric Benson, GIS Supervisor

An update regarding GIS completions and projects was presented.

## **6. COMMISSIONERS' TIME**

The Commissioners highlighted events attended over the past week, mentioned upcoming events in the community, and provided general comments.

## **7. EXECUTIVE SESSION**

### **A. PERSONNEL**

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Catherine Pratson, Director, Dept. of Human Resources  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 11:50 a.m. - 12:08 p.m.

Location: John Savich Meeting Room

Purpose: To discuss personnel issues.

### **B. PERSONNEL**

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Catherine Pratson, Director, Dept. of Human Resources  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:08 p.m - 12:09 p.m.

Location: John Savich Meeting Room

Purpose: To discuss personnel issues.

**MOTION IN OPEN SESSION:** I move to approve the Sheriff's Office request for the conversation of floating leave to compensatory time for the identified employee and authorize the Commissioner President to sign any related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

### **C. PERSONNEL**

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Catherine Pratson, Director, Dept. of Human Resources  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland  
Time Held: 12:09 p.m. - 12:15 p.m.  
Location: John Savich Meeting Room  
Purpose: To discuss personnel issues.

**MOTION IN OPEN SESSION:** I move to realign funds within the Emergency Services Support Fund to provide additional funding to the Leonardtown Volunteer Fire Department based upon special request and authorize the Commissioner President to sign any related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

### **D. PROPERTY ACQUISITION**

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Chris Kaselemis, Director, Dept. of Economic Development  
Dave Weiskopf, Acting County Attorney  
Jeannette Cudmore, Chief Financial Officer

Sharon Ferris, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:18 p.m. - 12:37 p.m.

Location: John Savich Meeting Room

Purpose: To discuss property acquisition.

**MOTION IN OPEN SESSION:** I move to direct the County Attorney's Office to post notice of the proposed purchase of real property for agriculture purposes and authorize the Commissioner President to sign any related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

## **8. ADJOURN**

The meeting adjourned at 12:37 p.m.

Minutes approved by the Commissioners of St. Mary's County on July 17, 2018.

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BG  
Bonnie Gray, Senior Admin. Coordinator