

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
Tuesday, July 12, 2011**

**Present:** Commissioner President Francis Jack Russell  
Commissioner Lawrence D. Jarboe  
Commissioner Cynthia L. Jones  
Commissioner Daniel L. Morris  
Sue Sabo, Acting County Administrator  
Sharon Ferris (Recorder)

**Absent:** Commissioner Todd B. Morgan

**CALL TO ORDER**

Commissioner President Russell called the meeting to order at 9:00 am.

**APPROVAL OF MINUTES**

**Commissioner Jones moved, seconded by Commissioner Jarboe, to adopt the minutes of the meeting of Tuesday, June 28, 2011, as presented. Motion carried 4-0.**

**PROCLAMATION PRESENTED FOR BUY LOCAL CHALLENGE WEEK TO SOUTHERN MARYLAND AGRICULTURAL DEVELOPMENT COMMISSION**

**COUNTY ADMINISTRATOR**

1. Draft Agendas for July 19 and July 26, 2011.
2. **Sheriff's Office** (*Erin Shoemaker, Financial Manager*)

*(Captain Willenborg, Sheriff's Office)*

**Commissioner Jarboe moved, seconded by Commissioner Morris, to authorize the Sheriff's Office Staff to submit the grant application documents electronically for the Edward Byrne Memorial Justice Assistance (JAG) Program FY2011 Local Solicitation Grant, US1236 in the amount of \$25,429 consistent with the grant solicitation with full document review at the award stage. Motion carried 4-0.**

**Commissioner Morris moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the budget amendment increasing the Homeland Security project #US1120 new vehicle account, with the**

**use of Insurance Proceeds collected as a result of totaled Sheriff's vehicles in the amount of \$18,327. Motion carried 4-0.**

*(Corporal Raddatz, Sheriff's Office)*

**Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the Sex Offender Compliance and Enforcement Grant Award, project MD1224, from the Governor's Office of Crime Control and Prevention on behalf of the St. Mary's County Sheriff's Office in the amount of \$16,067 for improving the effectiveness of the Sex Offender Registry Unit and execute the related budget amendment to decrease the project budget by \$6. Motion carried 4-0.**

*(Captain Hall, Sheriff's Office)*

**Commissioner Morris moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President to execute the CSAFE – Violence Prevention Initiative FY2012 Grant Award, project MD1209, MD1213 and MD1216 from The Governor's Office of Crime Control and Prevention on behalf of the St. Mary's County Sheriff's Office in the amount of \$25,000 and execute the related budget amendments to decrease the project budget by \$72. Motion carried 4-0.**

**Commissioner Jones moved, seconded by Commissioner Jarboe, to authorize the Sheriff's Office to submit grant application documents electronically in the amount of \$31,917 to the Maryland State Highway, Highway Safety Program, consistent with the hard copy reviewed by the BOCC. Motion carried 4-0.**

*(Detective Croyle, Sheriff's Office)*

**Commissioner Morris moved to approve and authorize Commissioner President Russell to execute the Domestic Violence Unit Program, project MD1229, from the Governor's Office of Crime Control and Prevention on behalf of the St. Mary's County Sheriff's Office in the amount of \$1,967 and execute the related budget amendment to decrease the project budget by \$1,967. Commissioner Jones amended the motion (to correct misstatement of the motion by Commissioner Morris), seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the Domestic Violence Unit Program, project MD1229, from the Governor's Office of Crime Control and Prevention on behalf of the St. Mary's County Sheriff's Office in the amount of \$1,997 and execute the related budget amendment to decrease the project budget by \$1,967. Motion carried as amended 4-0.**

**3. Alcohol Beverage Board** *(Tamara Hildebrand, Alcohol Beverage Board Administrator; Deputy First Class James Stone, Alcohol Enforcement Coordinator; David Dent, St. Mary's County Licensed Beverage Association, Co-Director)*

**Commissioner Jarboe moved, seconded by Commissioner Morris, to authorize Department Staff to submit the grant application documents electronically for the Highway Safety – Better Business Practices to Promote Responsible Alcohol Service**

**grant, GN-SMC Alco-2012-025, from Maryland Highway Safety Office in the amount of \$4,000, consistent with the hard copy reviewed by the BOCC. Motion carried 4-0.**

**4. Department of Aging** (*Lori-Jennings-Harris, Director; Peggy Maio, Fiscal Supervisor*)

**Commissioner Jones moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the Revised Notification of Grant Award (NGA) for the FY2011 Nutrition Service Incentive Program (NSIP) Grant Award, project US1106 from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging to provide meals to our Seniors in the amount of \$45,151 and the related budget amendment to decrease the project budget by \$3,866. Motion carried 4-0.**

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

**Commissioner Jarboe moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the FY2012 budget amendment that will decrease the Parks Land Acquisition project #RP0604 by \$43,833 in State Appropriation, and to increase the Capital Reserve FIN12 accounts by that amount, on behalf of the Department of Recreation and Parks. Motion carried 4-0.**

**Commissioner Jones moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the FY2011 budget amendment that will decrease the Parks Land Acquisition project #RP0604 by \$308,899 in State Appropriation, and to increase the Capital Reserve FIN11 accounts by that amount, on behalf of the Department of Recreation and Parks. Motion carried 4-0.**

**Commissioner Morris moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the Deed of Easement for the Lexington Manor Duplex Dwelling Unit on behalf of the Board of County Commissioners per the terms and conditions outlined in the easement document transmitted from the Maryland Historic Trust on June 14, 2011. Motion carried 4-0.**

*(Zane Rettstatt, Jr., Project Engineer, Dept. of Public Works and Transportation)*

**Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the FY 2011 budget amendment to decrease the White's Neck Creek Dredging project #MA1102 by \$9,326 in State Waterway Improvement funds, and to increase the Capital Reserve FIN11 accounts by that amount; and execute the FY2011 budget amendment that will decrease the Supplemental Reserve account by \$9,326 and increase the County-**

**wide Maintenance Grant Project #MD0908 accounts by that amount. Motion carried 4-0.**

**6. Office of County Attorney** (*George Sparling, County Attorney*)

**Commissioner Jones moved, seconded by Commissioner Morris, to adopt the proposed Amended Resolution correcting typographical errors in Resolution 2011-08. Motion carried 4-0.**

**7. Department of Land Use and Growth Management** (*Derick Berlage, Director*)

**Commissioner Jones moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the FY2012 Critical Area Grant Agreement, Project MD1227, from the Maryland Department of Natural Resources Critical Area Commission on behalf of the Department of Land Use and Growth Management in the amount of \$11,000 for reimbursement of a percent of salary and fringe for county staff who perform tasks under the Critical Area scope of work program. Motion carried 4-0.**

**8. Department of Human Services** (*Cynthia Brown, Interim Director*)

**Commissioner Jarboe moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute: (1) the FY2012 ADAA Substance Abuse Treatment and Prevention Services Block grant budget award documents, for Project #'s MD1215, 1221, 1237, 1240, 1249, 1252, 1254, 1255, 1289, 1293, 1294, 1297, 1298, 1299, OT 1253, US1223, 1224, 1253, 1255, and 1257, from the Maryland Alcohol and Drug Abuse Administration, reflecting a reduction of \$174,442 from the prior fiscal year; (2) the 6 related Sub-recipient Agreements between the County and Walden-Sierra, Inc; and (3) the related budget amendments to reduce and realign the grant project budgets to be in accordance with the budget award. I further move to authorize the elimination of One Regular Part-Time Day House Manager Position at Marcey House to be effective January 1, 2012 due to cuts in grant funding. Motion carried 4-0.**

**COMMISSIONER'S TIME**

The Commissioners highlighted events attended over the past week.

**ADJOURNMENT**

The meeting of the Board of County Commissioners adjourned at approximately 10:25 am.

BOCC Meeting of July 12, 2011

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

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Sharon Ferris, Senior Administrative Coordinator (Recorder)