

BOARD OF COUNTY COMMISSIONERS' MEETINGTuesday, August 14, 1984

Present: Commissioner George R. Aud, President
 Commissioner Richard D. Arnold
 Commissioner Ford L. Dean
 Commissioner David F. Sayre
 Margaret Nelson, Recording Secretary

(Commissioner Larry Millison was not present due to illness.)

CALL TO ORDER

Commissioner Aud called the meeting to order at 9:05 a.m.

APPROVAL OF MINUTES

Commissioner Dean corrected the word "discuss" to read "discussion" in the fourth paragraph of the August 7, 1984 minutes. Commissioner Dean moved, seconded by Commissioner Aud to approve the minutes as corrected. Motion unanimously carried.

APPROVAL OF BILLS

Commissioner Aud moved, seconded by Commissioner Dean, to approve the payment of the bills as submitted. Motion unanimously carried.

PURCHASE OF MOBILE RADIO UNITS
SHERIFF'S DEPARTMENT

Present: Paul R. Raley, Director
 Purchasing and Logistic Services

Commissioner Aud moved, seconded by Commissioner Arnold to authorize the Director of Purchasing & Logistic Services to pay General Electric the amount of \$24,822.50 for seven mobile radios for use by the Sheriff's Department. Motion unanimously carried.

Mr. Raley also informed the Board that three vehicles for the Office of Planning and Zoning and one vehicle for the County Engineer's Office are ready for delivery.

COUNTY ADMINISTRATOR'S ITEMS

Present: Edward V. Cox
 County Administrator

Budget Amendments

85-6 - Planning and Zoning. To establish accounts to properly reflect anticipated costs during budget year.

Increase	- Memberships 001-028-507-29-69	\$ 750.00
	- Conferences 001-028-507-29-66	\$1,800.00

Decrease	- Books & Publications 001-028-507-21-04	750.00
	- Travel 001-028-507-24-38	\$1,800.00

85-7 - Personnel. For rental/purchase of Royal Textwriter for 11 months at \$305.91 per month. Encumbrance for 12th month payment in June 30, 1984.

Increase	- Rental/equipment 001-025-506-27-57	\$3,365.00
Decrease	- Reserve 001-018-588-29-25	\$3,365.00

85-8 - County Engineer.

Increase - Medical	001-103-525-22-25	\$200.00
Decrease - Office Supplies	001-103-525-21-01	\$200.00

85-9 - County Engineer. To establish Draftsman position estimated to be funded for twenty pay periods in FY '85 at \$518.24 per period.

Increase - Salaries/Engineering Services		
001-029-522-10-11		\$10,365.00
Decrease - Reserve	001-018-588-2-25	\$10,365.00

85-10 - Planning and Zoning. To transfer budget authority from estimated grant expense to normal expense account for equipment. To acquire two vehicles and one mobile radio.

Increase - Equipment	001-028-514-30-83	\$17,000.00
Office & Communication Equipment		
001-028-514-30-81		\$ 900.00
Decrease - Equipment	001-028-514-41-83	\$18,000.00

Commissioner Arnold moved, seconded by Commissioner Dean to authorize the President of the Board to sign the Amendments as presented. Motion unanimously carried.

Ordinance No. 84-21 - Delinquent Property
Tax Penalties

Commissioner Aud moved, seconded by Commissioner Sayre to adopt the Delinquent Property Tax Penalties Ordinance as presented. Motion unanimously carried.

Nomination to the Regional Advisory
Board of the Maryland Fire and Rescue Institute

Commissioner Aud moved, seconded by Commissioner Sayre to appoint Carl B. Scully to the Regional Advisory Board of the Maryland Fire and Rescue Institute and endorsed by the county's Fire Board and Rescue Squad. Motion unanimously carried.

Liston Road Name Change to John H.T. Briscoe Road

As the result of discussion presented during a prior Commissioners' meeting, Commissioner Aud moved, seconded by Commissioner Dean to change the name of Liston Road to the name of John H.T. Briscoe Road. Motion unanimously carried.

Department of Natural Resources
CZM County Contractual Agreement

Because the Contractual Agreement required minor changes Commissioner Aud was asked to initial those changes prior to approval. Commissioner Dean moved, seconded by Commissioner Sayre, authorizing Commissioner Aud to sign his approval to the changes. Motion unanimously carried.

Personnel Items

The County Administrator presented the following Personnel items for the Commissioners' consideration:

- a. Clerk Typist - Grade 5
Economic Development Commission

Memorandum dated August 13, 1984 from the Personnel Officer recommending appointment of Dorothy Wilkinson to the permanent position of Clerk Typist, Grade 5 effective August 27, 1984. Commissioner Aud moved, seconded by

Commissioner Arnold to accept the recommendation as presented. Motion unanimously carried.

b. Highway Maintenance Workers
Office of County Engineer

Memorandum dated August 10, 1984 from Personnel Officer recommending the appointment of Bobby L. Carter and Michael J. Benoit to the position of Highway Maintenance Worker Grade 4 effective August 20, 1984 Commissioner Sayre moved, seconded by Commissioner Dean to accept the recommendation. Motion unanimously carried.

c. Recreation Coordinator
Recreation and Parks

Memorandum dated August 13, 1984 from the Personnel Officer recommending the appointment of Kenneth V. Sothoron to the position of Recreation Coordinator, Grade 11 which was vacated by the resignation of Al Barthelme. Commissioner Aud moved, seconded by Commissioner Sayre to appoint Mr. Sothoron to the position as recommended, effective August 27, 1984. Motion unanimously carried.

d. Clerk Stenographer - Grade 6
Economic and Community Development

Memorandum dated August 9, 1984 requested authority to fill the Clerk Stenographer, Grade 6 position vacated by Mary Langley on August 13, 1984. Mr. Aud moved, seconded by Mr. Sayre to grant authorization as requested. Motion unanimously carried.

e. Boards, Committees, and Commissions Appointments

The County Administrator presented the following appointments to Boards, Committees, and Commissions:

Agricultural Land Preservation Committee

Luther Wolfe for at term to expire December 31, 1985.

Agricultural Task Force

Barbara Stinnett

Economic Development Commission

Robert Garner and Virginia Wilder with terms to expire on June 30, 1987.

Environmental Committee

Herman Dixon for a term to expire on June 30, 1986.

Historic District Commission

Karl Pence and Jean Ridgell with terms to expire on June 30, 1987.

Human Relations Commission

Thomas E. Stokel Jr. and Donald VanGieson whose terms will expire on June 30, 1987.

Industrial Development Bond Review Committee

Dr. Martin Barley

St. Clements Island - Potomac Museum Board

Ann Murphy and Reverend Paul Liston

St. Mary's County Ethics Commission

Charles Mander whose term will expire on June 30, 1987.

Tri-County Community Action Committee

Edward Curley with a term to expire on June 30, 1987.

Disabled Persons Review Board

Phyllis Taylor for a term to expire on December 31, 1985

Blue Cross/Blue Shield
Letter of Understanding and
Charge of Review Agreements

The County Administrator presented information to the Board regarding the cost containment program with Blue Cross and Blue Shield and requested approval of the Letter of Understanding and the Memorandum of Understanding/Account Specific Charge Review Agreement to be forwarded to the insurance company. Commissioner Dean moved, seconded by Mr. Sayre, granting authority as requested. Motion carried.

Patuxent River Commission Appointment

In response to correspondence dated May 9, 1984 in which Governor Hughes requested a recommendation from the Board of County Commissioners for an appointment to the Patuxent River Commission, Mr. Aud moved, seconded by Commissioner Sayre to recommend the appointment of Alfred Mattingly for a four year term to replace Commissioner Dean whose term expired on June 30, 1984. Motion carried.

Request for Approval/Creation of New Positions
Metropolitan Commission

In accordance with the Public Local Laws of St. Mary's County the Metropolitan Commission requested the permission of the Board of County Commissioners to establish three additional positions on the Metropolitan Commission staff. One Water Quality Laboratory/Wastewater Laboratory Technician; two Wastewater Maintenance Specialists. Commissioner Sayre moved, seconded by Commissioner Arnold to grant the request as presented. Motion carried.

ECONOMIC AND COMMUNITY DEVELOPMENT UPDATE

Present: Joseph Mitchell, Director
David W. Morgan, Coordinator
Jack O'Brien, Industrial Representative

Tourist Information Center

Mr. Mitchell informed the Board that at this time no definite site has been determine to construct the Tourist Information Center. The amount of matching funds required is also questionable. There was unanimous agreement by the Board that Mr. Mitchell prepare a letter for Commissioner Aud's signature in support of constructing a regional Tourist Information Center in the Tri-County area. Mr. Mitchell also planned to meet with state officials for more details concerning the funding aspect.

Introduction of Industrialist Liason

Mr. Jack O'Brien was introduced as the industrialist liason for St. Mary's County from the Maryland Department of Economic and Community Development.

Industrial Revenue Bond Update

Mr. Mitchell discussed the bond issue and the financial participation agreement, stating that the county attorney would need to prepare an opinion to be forwarded by August 30, 1984. He added that the bond limits have been increased from \$1,104,000 to \$1,510,000. He asked the President of the Board to sign the Financial Participation Agreement regarding the Community Development Administration's purchase program on behalf of St. Mary's County. Commissioner Arnold moved, seconded by Commissioner Sayre giving President Aud authority to sign the Agreement. Motion unanimously carried.

Section 8 Funds from HUD

Mr. Mitchell said the county has applied to HUD under Section 8 for funds and requested the Board of County Commissioners to forward a letter urging approval of the funds. The Board agreed to his request.

Cooperative Advertisement and
PIC Grants

Mr. Morgan asked the Board's approval to apply for the continuation of the Cooperative Advertisement and the PIC grants in the amount of \$10,000 each. He stated that the past monies were used to update promotional literature and it also freed up money which enabled the county to assist local firms. There was unanimous Board agreement to his request.

EXECUTIVE SESSION

Commissioner Aud moved seconded by Commissioner Arnold for the Board to go into Executive Session for Personnel reasons. Motion carried. The session began at 10:00 a.m. with the Board of County Commissioners and the County Administrator present. It ended at 10:30 a.m.

COUNTY ENGINEER ITEMS

McKay's Dredging Project

Mr. Norris stated that the plans and specs were completed for the McKay's Cove dredging project and requested the Commissioners' approval of the documents. Commissioner Sayre moved, seconded by Commissioner Arnold to sign the necessary documents as presented.

St. Mary's County Airport
Appraisals for Land and Tree Clearing

The County Engineer gave the status of the airport project stating that the next step was to send the grant applications to FAA. The process has begun regarding the appraisals for the land and clearing of tree tops. The Commissioners were requested to sign the grant applications. Commissioner Sayre moved, seconded by Commissioner Arnold granting the requested authority. Motion unanimously carried.

State Multi-Service Center
Award of Study

The County Engineer presented for approval an Agreement for President Aud's signature regarding the study and design of the old hospital building for conversion to Multi-Service Center in the amount of \$27,000. Commissioner Dean moved, seconded by Commissioner Arnold authorizing the President of the Board to award the study and design agreement to the architectural/engineering firm of Gaudreau, Inc. for the conversion of the old hospital to a state office building. Motion unanimously carried.

Capital Project Change Order Authority
County Engineer

In reference to memorandum dated June 22, 1984 to the Board of County Commissioners there was unanimous agreement by the Board that the County Engineer be allowed change order authority up to \$500,000 for capital projects but within the limits of the budgeted amount.

Public Works Agreement/Wildewood
Neighborhood 3, Cluster II

There was unanimous agreement authorizing Commissioner Aud to execute the Public Works Agreement for Neighborhood 3, Cluster II in the Wildewood subdivision.

Maintenance Contract for
Painting and Wallpapering)

The County Engineer informed the Board that he felt it would be more practical to hire a county employee at a grade 7 level to handle the painting and wallpapering. He suggested that the county's operating budget support the internal funds which he proposed to be more economical way to operate.

The Board agreed to consider the County Engineer's request and return an answer during the next Commissioner's meeting.

Esperanza Farms Subdivisions
Road Acceptance into County System

Commissioner Arnold moved, seconded by Commissioner Sayre to authorize President Aud to sign a deed accepting the following three roads located in the Esperanza Farms Subdivision into the county system:

1. West Bayview Terrace
2. Esperanza Terrace
3. Green Holly Road

The motion was unanimously carried. Commissioner Dean abstained.

WATERSHED PARK PROPOSAL
DEPARTMENT OF RECREATION AND PARKS

Present: John V. Baggett, Director Recreation and Parks
Frank Gerred, Director Planning and Zoning

The Director of Recreation and Parks presented a preliminary proposal for development of the Watershed Site II area into tourist attraction.

The following is the general development plan as outlined by the Director of Recreation and Parks:

1. For an entrance along Chancellor's Run Road, a large wave pool, plus an olympic size swimming pool with water slides, both with adequate parking, and attendant bathhouse.
2. Motorized camper trailer site.
3. Trails with sites for tent camping along the St. Mary's River stream.
4. Area of court games.
5. Tot lot.
6. Acquire an additional parcel of land or right-of-way linking Site #1, fishing lake with Site #2, park.
7. Hiking trails, biking trails, and horse trail, with a future stable to be put in and operated by Government or a concessionarie.
8. A 60-acre site with a sports complex, consisting of four ball fields, two lighted, attendant shelter building and concession stands, as well as adequate parking. This for entrance from Chancellor's Run Road to serve as a community park.

Mr. Baggett also presented the state's option which he felt was closely in line with the county's proposal.

The Board agreed that the Director of Recreation and Parks should follow through with a discussion with the state concerning any future plans for the project.

EXECUTIVE SESSION

Commissioner Dean moved, seconded by Commissioner Aud to continue the Executive Session that was unconcluded at 10:30 a.m. The Session began at 11:19 a.m. and ended at 11:30 a.m. The Board of County Commissioners and the County Administrator were present.

CAPTAIN R.I. HEISNER, OUTGOING NAS COMMANDING OFFICER
CAPTAIN JOHN MICHAEL WELCH NEW NAS COMMANDING OFFICER

Captain R.I. Heisner who is the outgoing Commanding Officer at the Patuxent River Naval Air Station introduced the new Commanding Officer, Captain John Michael Welch to the Board of County Commissioners. Commissioner Dean presented a commendation to Captain Heisner Commissioner Arnold welcomed Captain Welch and presented him a county seal.

EXECUTIVE SESSION

Commissioner Dean moved, seconded by Commissioner Arnold to go into Executive Session for litigation purposes. Motion carried. The Session began at 1:10 p.m. and ended at 1:40 p.m. The Board of County Commissioners, County Administrator and Assistant County Attorney were present.

ST. CLEMENTS SHORES WASTEWATER TREATMENT PLANT ALLOCATION

Present: Larry Petty, Director of Metropolitan Commission
Frank Gerred, Director of Planning and Zoning

The St. Clements Shores Wastewater Treatment Plant Allocation Policy was presented by the Directors of Metropolitan Commission and the Office of Planning and Zoning with discussion ensuing concerning the equivalent dwelling unit sewage treatment capacity per dwelling.

Concern was expressed regarding those persons who are in the process of obtaining their permits. There was unanimous agreement by the Board that those persons be "grandfathered" into the existing regulations.

Mr. Gerred presented the finalized St. Clements Shores Wastewater Treatment Plant Allocation Policy for approval by the Board. Commissioner Dean moved, seconded by Commissioner Arnold to adopt the Policy as presented. Motion unanimously carried.

COUNTY ADMINISTRATOR'S ITEMS

Correspondence

The County Administrator presented for Commissioner approval correspondence to Andrew J. McWilliams regarding the method of disbursing funds to the Fire Departments in response to his correspondence dated July 26, 1984. The Board unanimously agreed to forward the correspondence.

PERSONNEL

Correctional Officer, Grade 11
Sheriff's Department

Memorandum dated August 14, 1984 recommending the appointment of Ms. Deborah Olivas to the position of Correctional Officer, Grade 11 effective August 20, 1984. Commissioner Dean moved, seconded by Commissioner Arnold to accept the recommendation as presented. Motion carried.

Full-Time Permanent Clerk-Typist, Grade 5
County Engineer

Memorandum dated August 10, 1984 from the Personnel Officer requesting the establishment of a permanent full-time position clerk-typist, grade 5 position that would take the place of the current temporary part-time position occupied presently by Ann Mueller. Ms. Mueller, if selected would continue to serve in the job on a part-time basis and would be joined at a later date by another part-time employee. The Personnel Officer requested permission to initiate the hiring process. Commissioner Sayre moved, seconded by Commissioner Aud to grant the permission for the establishment of the position and begin the hiring process. Motion carried.

Tourism Development Specialist
Office of Economic and Community Development

Memorandum dated August 9, 1984 from the Personnel Officer requested the authority to establish the position in the local media. Commissioner Aud moved, seconded by Commissioner Arnold to grant the authority as requested. Motion carried.

Clerk Stenographer, Grade 6
Department of Economic and Community Development

Memorandum dated August 14, 1984 from the Personnel Officer recommended the hiring of Donna C. Mattingly to the position of Clerk-Stenographer grade 6 in the Department of Economic and Community Development to the position vacated by Mary Langley, effective August 20, 1984. Commissioner Aud moved, seconded by Commissioner Sayre to accept the recommendation as presented. Motion carried.

RENOVATIONS PROPOSED TO THE SECOND FLOOR
GOVERNMENTAL CENTER

Present: Frank Gerred, Director of Planning and Zoning

Mr. Gerred presented plans for the renovation of the second floor area of the Governmental Center upon the vacation of the County Engineer's department. The Board requested that the County Engineer review the plans, determine a cost estimate and return the information to them.

ST. MARY'S COLLEGE/ST. MARY'S CITY ROUTE 5 BY-PASS
TASK FORCE COMMITTEE

The County Administrator presented correspondence in response to a phone conversation with Delegate Slade on August 13, 1984 indicating Secretary Hellman's request to work with a single group of people on the referenced by-pass. It was recommended that the Board of County Commissioners establish a task force to work with the State Highway Administration in the development of a consensus course of action. Commissioner Arnold moved, seconded by Commissioner Dean to appoint Commissioner Aud to the task force representing the county government. Motion carried.

The recommended task force is as follows:

Delegate John F. Slade III, Chairman
John H. Briscoe, St. Mary's City Commission
Edward T. Lewis, St. Mary's College
Joseph Gough, County Planning Commission
Captain G.F. Skinner, NESEA
George R. Aud, President
Senator Bernard C. Fowler

APPROVED IN VIOLATION OF APPROPRIATE REGULATIONS

Present: Frank Gerred, Director of Planning and Zoning

DWELLING IN VIOLATION OF APPROPRIATE REGULATIONS

Present: Frank Gerred, Director of Planning and Zoning

Mr. Gerred brought to the Board's attention a dwelling located in the St. Jerome's Creek area that is in violation of county regulations for occupancy without having first obtained appropriate permits. Mr. Gerred stated that he cannot issue a Certificate of Use until the correct approval is obtained from the Health Department.


Commissoner Arnold moved that the Health Department officials meet with the Board at August 21, 1984 meeting to discuss the matter. The motion died for the lack of a second.

Commissioner Aud suggested that correspondence be forwarded to the appropriate Health Department officials outlining the situation and requesting a response. The remainder of the Board was in full agreement.

ADJOURNMENT

With no further business the meeting adjourned at 2:25 p.m.

APPROVED:



George R. Aud
President