

BOARD OF COUNTY COMMISSIONERS' MINUTES

Tuesday, January 20, 1987

Present: Commissioner Joseph P. O'Dell, President
Commissioner W. Edward Bailey
Commissioner Robert Jarboe
Commissioner John G. Lancaster
Commissioner Rodney Thompson
Edward V. Cox, County Administrator
Judith A. Spalding, Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:05 a.m.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve the minutes of the Commissioners' meeting of Tuesday, January 13, 1987. Motion carried.

APPROVAL OF PAYMENT OF BILLS

Commissioner Bailey moved, seconded by Commissioner Jarboe, to approve payment of the bills as submitted. Motion carried.

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) APPOINTMENT OF OFFICE SUPERVISOR
OFFICE OF PLANNING AND ZONING

The County Administrator presented a memorandum from the Personnel Officer dated January 14, 1987 recommending the appointment of Anita Meridith to the Office Supervisor position, Grade 8-6, effective January 26, 1987.

Commissioner Bailey moved, seconded by Commissioner to accept this recommendation. Motion carried.

2) LEAVE WITHOUT PAY REQUEST

The County Administrator advised that Patrolman Caroline G. Hurry, Sheriff's Department, has requested an additional 30 working days of leave without pay beginning January 16, 1987.

Commissioner Bailey moved, seconded by Commissioner Thompson, to grant this request. Motion carried.

DEPARTMENT OF RECREATION AND PARKS

Present: John Baggett, Director

1) MODULAR DAY CARE UNIT

Mr. Baggett presented correspondence to the Commissioners requesting an additional \$6500 for the construction of the foundation, sidewalk, steps, water and sewer lines for the modular day care unit to be placed at the Mechanicsville Elementary School site. The money would be taken from the Enterprise fund.

After discussion, Commissioner Lancaster moved, seconded by Commissioner Bailey, to approve the purchase of the extras as presented above.

Motion carried.

In closing Commissioner O'Dell requested that Mr. Baggett perform a canvas as to who provides daycare in the County and what the rates are.

2) BIDS ON EQUIPMENT

As a follow up to Mr. Baggett's presentation of January 6, 1987, Mr. Baggett presented the bids for the purchase of equipment and recommended awarding the bids as follows:

1 One-ton dump truck	- McKay Implement Co.	- \$14,869
1 Tractor w/ Loader	- McKay Implement Co.	- 11,928
1 Equipment Trailer	- Gardiner Equip. Co.	- 3,710
1 Rotary Mower	- Coppage Implement Co.-	2,451.58
1 Equipment Steam Cleaner	- Sioux Steam Cleaner-	1.770
	Corp.	

Commissioner Bailey moved, seconded by Commissioner Thompson to award the bid for the one-ton dump truck to McKay Implement in the amount of \$14,869. Motion carried.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to award the bid for the tractor with loader to McKay Implement in the amount of \$11,928. Motion carried.

Commissioner Bailey moved, seconded by Commissioner Thompson, to award the bid for the equipment grader to Gardiner Equipment Company in the amount of \$3,710. Motion carried.

Commissioner Bailey moved, seconded by Commissioner Jarboe, to award the bid for the rotary mower to Coppage Implement in the amount of \$2,451.58. Motion carried.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to award the bid for the equipment steam cleaner to Sioux Steam Cleaner Corporation. Motion carried.

MANUAL OF PERSONNEL POLICIES AND PROCEDURES

Present: Gerda Manson, Personnel Officer

Mrs. Manson appeared before the Commissioners to review various personnel related material with the Board including: Organizational Chart, Salary Schedule, Fringe Benefits, County Government Roster. In addition, Mrs. Manson reviewed the Manual of Personnel Policies and Procedures highlighting Chapter 4 (Equal Employment Opportunity), Chapter 5 (Classifications), Chapter 7 (Recruitment). During discussion, Mrs. Manson pointed out that there are three programs with which the County is involved: Health and Safety Program, Employees' Assistance Program and a new Program on Wellness.

The Commissioners thanked Mrs. Manson for her presentation.

"IN ST. MARY'S COUNTY" SONG

Present: Joey Hoopengardner
Students from middle schools (Members of Tri-County Chorus)

Commissioner Thompson advised that Grif Alexander wrote the song entitled "In St. Mary's County" in the 1930's for the public schools and was sung by his mother in 1932 at her elementary school graduation. He stated that the Commissioners plan to adopt a Resolution declaring it as the official song of St. Mary's County, and Mr. Hoopengardner and students from the Tri-County Chorus are here today to sing the song.

After the song was sung by the students, Commissioner Thompson moved, seconded by Commissioner Bailey, to approve and sign Resolution No. 87-01 adopting "In St. Mary's County" as the official song of St. Mary's County. Motion carried.

EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator
Gerda Manson, Personnel Officer

Commissioner Bailey moved, seconded by Commissioner Lancaster, to meet in Executive Session in order to discuss a matter of Personnel (Director of Finance position). Motion carried. The session was held from 10:40 a.m. to 11:25 a.m.

ST. MARY'S PUBLIC SCHOOLS
ROOFING SURVEY REPORT

Present: Dennis Younkin, Director, Fiscal and Administrative Services
Jerry Himmelhaber,
Walter Parsons, Roofing Consultant (Seal Engineering, Inc.)
Dr. Larry Lorton, Superintendent of Schools

The referenced representatives of the Public Schools appeared before the Commissioners to discuss the Roofing Survey Report prepared by Seal Engineering, Inc. The report was reviewed and the schools needing repairs being highlighted along with Appendix A (Roofing Maintenance, Repair and Replacement Budget Estimate). After review of the Report the funding the roofing projects was discussed.

In closing the school officials agreed to present a written request in the near future to reflect the implementation of the study's recommendations.

MOTOR VEHICLE ADMINISTRATION
(SITE DISCUSSION)

Present: Albert Paolino, Manager, Planning Division, MVA
Sharon Cochran, MVA
Major Philip L. Brown, MVA

Representatives of the MVA appeared before the Commissioners to discuss an MVA facility in St. Mary's County. Mr. Paolino advised that MVA was removed from the Tech Center site and the Felix Johnson Center site was being considered. That site could be operable in about two months.

During discussion several of the Commissioners indicated that they were in favor of having the office more centrally located in Leonardtown.

Dr. Lorton indicated that MVA was removed from the Tech Center site because of need for space for the food service program and meeting area.

The following alternatives were discussed:

- 1) Use of the fairgrounds parking lot;
- 2) Modular unit at Tech Center parking lot;
- 3) Return to the Tech Center site by partitioning off the needed area in the cafeteria.

Discussion ensued as to having a full service facility in St. Mary's County. Mr. Paolino agreed that the Waldorf facility was overcrowded, but did not see a full service facility in St. Mary's in the near future because of fiscal considerations.

In closing Mr. O'Dell requested Mr. Paolino to forward MVA's requirements after which the Commissioners would respond with their position relative to short-term needs as well as long term solutions.

COUNTY HOLIDAYS

Commissioner O'Dell advised that the Personnel Officer reviewed the 1987 holiday schedule to determine the feasibility of closing county offices in conjunction with certain legal holidays. Mrs. Manson advised that the Commissioners may want to consider closing County Offices on November 27, 1987, the day after Thanksgiving, which would be a forced leave day.

Commissioner Jarboe moved, seconded by Commissioner Bailey, to approve the closing of the County Offices on the day after Thanksgiving. Motion carried.

INSTALLATION OF TRAFFIC LIGHT MILLSTONE LANDING ROAD AND MD. RT. 235

The County Administrator presented correspondence addressed to Larry Millison, President, Patuxent Development Corporation, requesting the expedition of the installation of a traffic signal at Millstone Landing and Md. Rt 235 for the benefit and safety of all.

Commissioner Jarboe moved, seconded by Commissioner Bailey, to sign and forward the letter. Motion carried.

COUNTY COMMISSIONER ITEMS

1) ST. GEORGE CREEK DREDGING PROJECT

Commissioner Jarboe referenced letter dated January 13, 1987 from Army Corps of Engineers advising of the deauthorization of the navigation project at St. George Creek. The County Administrator advised that the County did not meet the deadline for finding adequate spoils site and easements. Staff of Department of Public Works are revising their work schedules in order for the project to proceed.

2) JAIL CENSUS REPORT

Commissioner Thompson inquired as to the need to have daily census reports from the County Detention Center. It was agreed that the County Administrator would request the Sheriff's Department to forward a report on a monthly basis rather than daily.

3) E.M.P.R.E.S.S. II PROJECT

Relative to a memorandum from the Office of Planning and Zoning dated January 5, 1987, Commissioner Thompson suggested that the Director of OPZ present a briefing on the reference project prior to a response being made to the Navy. The Commissioners gave their concurrence.

4) PATUXENT RIVER COMMISSION

Commissioner Bailey moved, seconded by Commissioner Jarboe, to nominate Commissioner Rodney Thompson to serve on the Patuxent River Commission to replace Alfred S. Mattingly whose term will expire June 30, 1988. Motion carried.

5) REVIEW OF EMPLOYEES' BENEFITS, LEAVE, ETC.

Commissioner O'Dell suggested that the Commissioners at a future date review the employees' benefits, leave, work week, and salaries and determine what is best for the citizens of the County and employees. He suggested that this review could be done by a task force or county staff.

PERSONNEL
DIRECTOR OF FINANCE

The County Administrator presented a memorandum dated January 20, 1987 from the Personnel Officer recommending the appointment of Charles H. Wade for the position of Director of Finance, Grade 20, effective January 26, 1987. Motion carried.

Commissioner Jarboe moved, seconded by Commissioner Lancaster to accept this recommendation. Motion carried.


ADJOURNMENT

The meeting adjourned at 1:45 p.m.

DEPARTMENT OF PUBLIC WORKS
TOUR OF FACILITIES

At this time the Commissioners left for a tour of various facilities relative to the Department of Public Works.

Approved,



Joseph P. O'Dell
President