

BOARD OF COUNTY COMMISSIONERS' MEETING

Tuesday, November 10, 1987

Present: Commissioner Carl M. Loffler, Jr., President
 Commissioner W. Edward Bailey, Vice-President
 Commissioner Robert Jarboe
 Commissioner John G. Lancaster
 Commissioner Rodney Thompson
 Edward V. Cox, County Administrator
 Judith A. Spalding, Recording Secretary

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

APPROVAL OF MINUTES

Commissioner Thompson moved, seconded by Commissioner Jarboe, to approve the minutes of the Commissioners' meeting of Tuesday, November 3, 1987. Motion carried.

APPROVAL OF BILLS

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

COUNTY ADMINISTRATOR

Present: Edward V. Cox, County Administrator

1) VIETNAM MEMORIAL

The County Administrator advised that the Vietnam Memorial Commission changed the site from Federal Hill to a state park site on the Severn River near Annapolis. Calls have been received by the local chairman, Abell Longmore, from veterans opposing the change of the site. Therefore, the Commissioners are requested to forward correspondence to the Memorial Commission objecting to the change and requesting consideration of the Federal Hill site.

Commissioner Bailey moved, seconded by Commissioner Thompson, to send letter as requested. Motion carried.

2) MARCEY HOUSE BOARD OF DIRECTORS

In response to requests from the Marcey House Board of Directors, the County Administrator presented correspondence indicating the following:

- a) That the Commissioners will appoint Board of Directors
- b) That the Commissioners will approve the By-Laws, as amended.
- c) That the Commissioners will work on proposed budget during FY 88-89 budget process.
- d) That the Commissioners approve the policies and procedures manual.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to sign and forward the letter. Motion carried.

3) CORRESPONDENCE TO STATE HIGHWAY ADMINISTRATION

The County Administrator presented correspondence addressed to SHA setting forth the Board's decision of last week to endorse the St. Mary's City and College Streetscape. The Commissioners agreed to sign and forward the letter.

4) PERSONNEL

The County Administrator presented the following personnel items for the Board's consideration:

a) DEPARTMENT OF PUBLIC WORKS
CLERK TYPIST POSITION

Memorandum dated November 2, 1987 from Personnel Office recommending appointment of Tonya Ferrell to the Clerk Typist II, Grade 4, position in the Department of Public Works, effective November 9, 1987.

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

b) OFFICE OF PLANNING AND ZONING
RECLASSIFICATION - OFFICE SUPERVISOR

Memorandum dated November 2, 1987 from Personnel Office requesting reclassification of Office Supervisor II position to Office Supervisor III, Grade 9. The position is held by Anita Meridith. If approved, it is recommended that the upgrade not be effective until three months following Mrs. Meridith's return from maternity leave.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to grant the reclassification as requested. Motion carried.

c) DEPARTMENT OF RECREATION AND PARKS
CLASSIFICATION OF POSITIONS
WICOMICO SHORES GOLF COMPLEX

Memorandum dated November 3, 1987 submitted requests from the Director of Recreation and Parks for classification of four positions connected with the Wicomico Shores Golf Complex now under the County's system. It is recommended that the following positions be classified at the following grades: Head green Keeper - Grade 10; Golf Course Maintenance Foreman - Grade 7; Golf Course Maintenance Worker - Grade 4; Beverage and Food Preparation Supervisor - Grade 6.

Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve the referenced classifications as presented. Motion carried.

5) MARYLAND ASSOCIATION OF COUNTIES
LEGISLATIVE COMMITTEE APPOINTMENT

The County Administrator advised that MACo is requesting two Commissioners to serve on the Legislative Committee, one member and one alternate. The Commissioners will make a decision on this at a later date.

OFFICE OF PLANNING AND ZONING

Present: Frank Gerred, Director
Betsy Anthony, Recording Secretary

Commissioners present: Carl M. Loffler, Jr., W. Edward Bailey, Robert Jarboe, John G. Lancaster and Rodney Thompson. Staff present included: Frank J. Gerred, Director, and Betsy Anthony, Recording Secretary, and Mr. Jim Kenney, Chairman, Building Code Task Force.

Mr. Gerred informed the Commissioners that a letter had been received from Mr. Jim Kenney, Chairman of the Building Code Task Force, regarding an earlier request from Mr. O'Dell to receive a copy of the minutes from the last meeting.

Mr. Kenney explained the need to possibly hire a consultant because of the lack of a specific expertise which will be needed for the Task Force.

Commissioner Jarboe asked Mr. Kenney if he thought they might be able to find someone with that expertise if they expanded the Task Force Committee, and Mr. Kenney replied negatively.

Commissioner Bailey suggested that Mr. Kenney contact the Tri-County Council to see if they had anyone who could offer some assistance, and Commissioner Jarboe agreed. Commissioner Bailey stated that the reason the Council was introduced was to assist the three neighboring counties to help with the building code: St. Mary's, Charles, and Calvert County.

Mr. Gerred suggested that they contact the State Fire Marshal and see if they would send someone from their department to review the code.

Commissioner Jarboe inquired as to the number of people on the Committee, and Mr. Kenney answered that there were approximately 10 members. Commissioner Jarboe asked how many people he wanted to expand his committee by, and Mr. Kenney said that he would like to expand by about five or six.

Commissioner Loffler explained that he felt the building code should include as many areas of construction as possible including housing and commercial; structural as well as livability. He further stated that it was important for the Committee to move ahead with their recommendations and report back within 90 days.

Mr. Loffler instructed Mr. Cox to assist with coordinating assistance from the Fire Marshall's office, Tri-County Council and the Office of Economic Development which is currently assisting local governments with code.

The Committee is to report back to the Commissioners with suggested names of individuals to assist in tailoring the BOCA Code to St. Mary's County. If assistance cannot be obtained from the Tri-County Council or the State the Committee will so advise the Commissioners.

ADDITIONAL STAFF REPORT REQUEST

Mr. Gerred explained that the request for additional staff would include the following:

Two Zoning Inspectors - Grade 9 - \$45,160
One Permits Clerk - Grade 6 - \$18,464
One Part-Time Permits Clerk - Grade 6 - \$9,232

Contained in the Supplemental Funds Request Report was a chart depicting the amount of time Planning & Zoning employees spent on overtime during a recent 12 month period. Mr. Gerred stated that the overtime added up to just over one full-time position.

Commissioner Loffler asked if Mr. Gerred was talking about a supplemental budget, and Mr. Gerred explained that he was and that the request was for \$38,288. Commissioner Loffler instructed Mr. Gerred to come back before the Board the following week with a budget amendment and a complete structure of Planning & Zoning.

HOMEOWNERS/PLUMBERS - DO IT YOURSELF TEST

Mr. Gerred indicated that Planning & Zoning was using a do-it-yourself test for a individual who would like to obtain their license to be able to install their own electrical wiring. The electrical exam consisted of an open book test which would give P & Z the opportunity to find out if the person had general knowledge of a specific field (i.e. plumbing, electrical, etc.). The Plumbing Board had indicated that they felt P & Z should have a plumbing test for the individual wanted to do his own plumbing. The same type of do-it-yourself open book test would be given for the individual who wanted to obtain his license to install his own plumbing

Commission Loffler indicated that he would like to see a handbook to go along with the test. He explained that he had a problem with having a test of that importance be an open book test.

After much discussion, Commissioner Jarboe moved, seconded by Commissioner Lancaster, and unanimously passed, to allow the Plumbing Board to design an open book test for do-it-yourself plumbing which is to include a manual.

EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator
Frank Gerred, Director, OPZ
John Norris, Director, DPW

Commissioner Jarboe moved, seconded by Commissioner Bailey, to meet in Executive Session in order to discuss matters of litigation. Motion carried. The Session was held from 10:15 a.m. to 11:05 a.m. (Mr. Gerred left the Session at 10:45 a.m.)

DEPARTMENT OF PUBLIC WORKS

Present: John Norris, Director

1) CORRESPONDENCE TO STATE HIGHWAY ADMINISTRATION

Mr. Norris presented two items of correspondence as follows: (a) Setting forth additions to the Highway Needs/Inventory; and (b) providing a synopsis of concerns relative to the Maryland Department of Transportation Annual Program.

The Commissioners agreed to review the correspondence and make a decision next week.

2) ADVANCED LIFE SUPPORT/ALCOHOL HALFWAY HOUSE FACILITY PROJECT NOS. SM 88-4-5 AND SM 88-4-6 BID TALLY SHEET

Mr. Norris presented the bid tally sheet for the construction (SM 88-4-5) and sitework (SM 88-4-6) and indicated that the bids came in too high, and it was his recommendation to reject all bids. He stated that he would work with appropriate parties and return in three to four weeks with a recommendation.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to accept Mr. Norris' recommendation. Motion carried.

1) 1988 LEGISLATIVE PACKAGE

The Commissioners reviewed each item of the Legislative Package and took actions as indicated:

A. Items Supported by the County Commissioners

1. Energy Consumption Tax
5. Alcoholic Beverage License Fees
6. Natural Resources Severance Tax
7. Juvenile Runaways
8. Sedimentation Control Inspections by County
9. Deed Recordation and Required Approvals
10. Building/Zoning Violation Requirement to Abate
11. Creation of State Debt/SMC Regional Park
12. Electrical Examiners Board
13. Sidewalks Along Urban Highways (Statewide)
15. Metropolitan Commission - Improvement Financing
16. Metropolitan Commission - Development Impact Charge
19. Special Taxing District (Street Lights)
20. Sheriff's Service Fees
21. Agriculture/Agribusiness/Aquaculture Definition
22. Maintenance of Public Facilities
23. Appointment of Board of Education Members
24. Board of County Commissioner Salaries
26. Marriage License Fee Increase

27. Firemen/Rescue Squadmen Program
28. Trailer Park Fees
29. School Bus Safety Violation Investigations
30. School Buses - Length of Use

B. Items Not Supported by County Commissioners

3. Boat Tax
4. Motor Vehicle/Trailer Tax
14. 40-foot Road Maintenance Easements
18. Tobacco Barns Tax Exemption

C. Items Held for Additional Information

2. Marina/Boat Slip Tax (To determine whether commercial boats are exempt.)
17. Metropolitan Commission - Contracting Authority (To have MetComm representatives explain in greater detail.)

D. Item Withdrawn

25. Code Form of Home Rule for St. Mary's County

2) PINEY POINT SEWAGE PROJECT

Present: Frank Gerred, Director, OPZ

Because of the availability at Piney Point Shores, Mr. Gerred advised the Commissioners that there is need for a policy statement relative to the buildability of the remaining lots. According to the Zoning Ordinance, each lot could be built upon if all other conditions are met. But because of the small size of the lots, such is not advisable. Therefore, Mr. Gerred recommended the establishment of a policy similar to that established for St. Clements Shores.

After discussion the Commissioners directed Mr. Gerred to prepare a Resolution establishing a policy which would allow lots under private ownership to be built upon if all setbacks and other requirements can be met.

3) ADVISORY COUNCIL ON PUBLIC EDUCATION

Mr. Loffler presented a proposal on the establishment of an Advisory Council on Public Education for the Commissioners to review. After discussion it was agreed to defer a decision until next week's meeting.

PROCLAMATION
GREAT AMERICAN SMOKE OUT DAY

Present: Mike Dugan

The Commissioners presented the referenced Proclamation designating Thursday, November 19, 1987 as Great American Smokeout Day.

(At 12:50 p.m. the Commissioners departed for Olde Breton Inn for a staff meeting.)

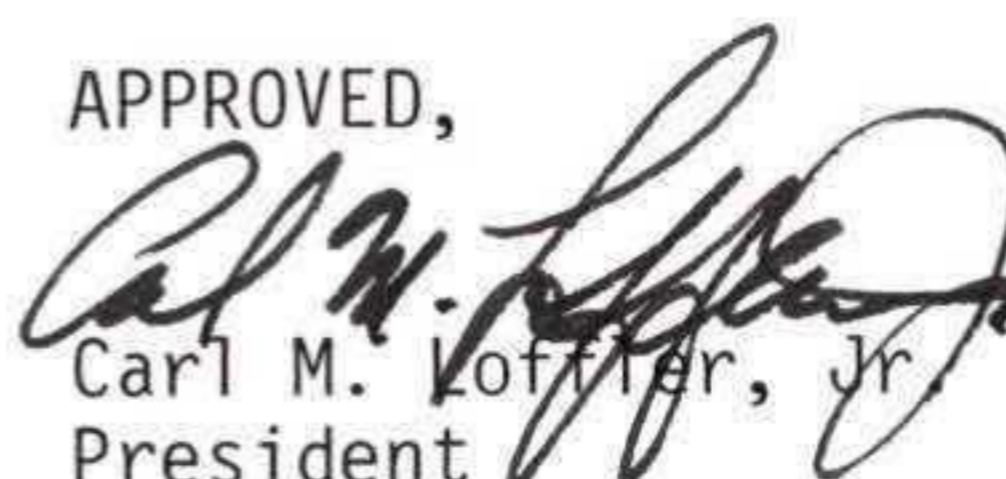
EXECUTIVE SESSION

Commissioner Bailey moved, seconded by Commissioner Jarboe, to meet in Executive Session to discuss matters of personnel. Motion carried. The Session was held from 1:15 p.m. to 4:10 p.m.

ADJOURNMENT

The meeting adjourned at 4:10 p.m.

APPROVED,


Carl M. Loffler, Jr.
President