

ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING

Tuesday, September 24, 1991

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

CALL TO ORDER

The meeting was called to order at 9:00 a.m.

APPROVAL OF MINUTES

Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve the minutes of the Commissioners' meeting of Tuesday, September 17, 1991. Motion carried.

APPROVAL OF BILLS

Commissioner Bailey moved, seconded by Commissioner Lancaster, to authorize Commissioner Loffler to sign the Check Register as presented. Motion carried.

COUNTY ADMINISTRATOR'S ITEMS

Present: Edward V. Cox, County Administrator

1) **INFORMATION RELEASE**
PATUXENT RIVER NAVAL AIR STATION EXPANSION

The County Administrator presented an Information Release announcing a community meeting to be held October 8 at the Carter State Office Building focusing on the impacts of upcoming growth and expansion at the Patuxent River Naval Air Station.

The Commissioners agreed to distribute the Information Release as presented.

2) **APPOINTMENT**
ENHANCED 911/UNIFORM ADDRESSING TASK FORCE

Commissioner Thompson moved, seconded by Commissioner Bailey, to appoint Bernard Beaven to the Enhanced 911/Uniform Addressing Task Force. Motion carried.

3) **CORRESPONDENCE**

The County Administrator presented the following correspondence responding to concerns and comments:

To Gwendolyn Harding, Louise M. Matthews, Sallie Harding, and Nancy Rice regarding Southern Maryland Wood Treatment Plant;

To Sharon Maier regarding the Correctional Corporation of America's proposal to locate a private prison in St. Mary's County;

To Tracy Summers, President, Countryside Homeowners Association relative to concerns at Countryside Subdivision.

The Commissioners agreed to sign and forward the letters.

4) **LETTER OF INTENT**
MARYLAND HOUSING REHABILITATION PROGRAM

The County Administrator presented a Letter of Intent from the Maryland Department of Housing and Community Development for St. Mary's County's participation in the Fiscal Year 1992 Maryland Housing Rehabilitation Program in the amount of \$96,551.

Commissioner Lancaster moved, seconded by Commissioner Lancaster, to authorize Commissioner Loffler to sign the Letter of Intent as presented. Motion carried.

5) **COMMUNITY DEVELOPMENT BLOCK GRANT**
CHILD DAY CARE CENTER AT TUBMAN DOUGLAS

The County Administrator presented an Amendment to the Grant Agreement between St. Mary's County and the Maryland Department of Housing and Community Development extending the completion date for the Child Day Care Center at Tubman Douglas to June 30, 1992.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Amendment as presented. Motion carried.

6) **PERSONNEL**
DEPARTMENT OF PUBLIC WORKS

The County Administrator presented a memorandum dated September 23, 1991 indicating that the Director of Public Works has requested approval for the promotion of Haris Mohammad to the Engineer II position, which had been downgraded to Engineer I in 1989 during the hiring process.

Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve this request. Motion carried.

7) **BUDGET AMENDMENTS**

The County Administrator presented the following budget amendments recommended for approval by the Director of Finance with justifications as indicated:

No. 92-14
St. Mary's Public Schools

To provide funds for the Technical Center Systemic Renovation to be taken from the Park Hall Elementary Roof Replacement project, which came in under budgeted amount. (\$18,000)

No. 92-15
Public Works

To provide funding to set up Scott's Circle Taxing District (\$90,000)

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Budget Amendments as presented. Motion carried.

8) **RENTAL ALLOWANCE PROGRAM**

The County Administrator presented the Grant Agreement between the Community Development Administration and St. Mary's County for the County's Rental Allowance Program in the amount of \$56,340.

Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Loffler to sign the Rental Allowance Program Grant Agreement as presented. Motion carried.

9) **HOMELESS SERVICES PROGRAM CONTRACT**

The County Administrator presented four copies of the Fiscal Year 1991 Homeless Services Program Contract in the amount of \$58,000 which is administered by the Department of Social Services.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Contract Agreement as presented. Motion carried.

10) **AMENDMENT TO MANUAL OF PERSONNEL POLICIES AND PROCEDURES
CHAPTER XVIII - INCENTIVE AWARDS PROGRAM**

The County Administrator presented a memorandum dated September 24, 1991 from the Personnel Officer requesting approval to replace the current Chapter XVIII of the County's Manual of Personnel Policies and Procedures regarding an Incentive Awareness Program. He stated that this has been discussed at a staff meeting and department heads and the Employees' Association were given an opportunity to comment. All comments received were considered, and if appropriate incorporated into the revised Chapter XVIII.

Mr. Cox recommended that the Commissioners approve the amendment as presented.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to accept the Amendment to the St. Mary's County Manual of Personnel Policies and Procedures. Motion carried.

**Budget Amendment No. 92-13
County Administrator**

Relative to the referenced action on the amendment to the Personnel Manual, the County Administrator presented Budget Amendment No. 92-13 recommended for approval by the Director of Finance which provides funding in the amount of \$3750 for the Incentive Award Program.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Budget Amendment as presented. Motion carried.

**BOARD OF EDUCATION
1991 CATEGORICAL TRANSFER**

Present: Charles Wade, Director of Finance

Mr. Wade presented correspondence dated September 10, 1991 from Superintendent of School Dr. Burroughs request a fiscal year 1991 categorical transfer from Instructional Salaries to Food Service Subsidy in the amount of \$29,000. A second request dated September 11 was for a categorical transfer for a number of Restricted Program Revenues. Mr. Wade indicated that total revenues are not included and that certain programs have additional funding, which would be carried over to Fiscal year 1992. He pointed out that there is no corresponding expenditure data.

Mr. Wade recommended that the Commissioners not approve this categorical transfers in that he did not believe the County has received a satisfactory explanation for the overexpenditure in the Food Service Subsidy Account or other information needed to make a decision.

Therefore, Mr. Wade presented correspondence addressed to the Board of Education indicating that the requests do not provide sufficient information to serve as a basis for approval. He suggested that this be a topic of discussion at the the next joint meeting.

After discussion Commissioner Jarboe moved, seconded by Commissioner Thompson, to sign and forward the letter to the Board of Education as presented. Motion carried.

PROCLAMATIONS

The County Commissioners presented the following Proclamations:

National Lupus Awareness Month

Designating the Month of October

Mental Illness Awareness Week

Designating the week of October 6-12, 1991.

ST. MARY'S COUNTY TEEN CENTER

Present: Jim Weaver, President
Dick Myers
Mary Whetstine
Marty Wolford
Phil Rollins, Director, Recreation and Parks

The referenced individuals appeared before the Commissioners to advise that the Teen Center Board had recently met to review the cost effectiveness and feasibility of continuing the operation of the temporary teen center past December 1991, when the current lease expires. Because of lack of funding to support the current site while working on raising funds for the new location at the Regional Park and because of low attendance, the Board had agreed to not request renewal of the lease. The Board indicated that this was not an abandonment of the Teen Center Concept and will continue to work towards the goal of the new center and will also look for another temporary site.

Discussion ensued regarding problems associated with the current site including loitering which deterred individuals from attending the teen center. Mrs. Whetstine stated that there were problems with this location.

During discussion Commissioner Loffler stressed the importance of taking measures to not give up on any area of the County .

Also discussed was the progress of the Regional Park and Commissioner Loffler requested that County Administrator Cox prepare a report indicating what funds are state-borrowed money through bond issues versus revenues.

In conclusion the Commissioners expressed appreciation to the Teen Center Board and agreed to continued support.

GROWTH MANAGEMENT EFFORTS TO FOCUS ON SENSITIVE LANDS

Present: Jon Grimm, Director, Planning and Zoning

Mr. Grimm appeared before the Commissioners to apprise them of the Legislature's Joint Committee on Growth Management which will focus on sensitive lands protection. He stated that there will be a hearing on October 1 to hear from Maryland Association of Counties and Maryland Municipal League relative to local government's methods of protecting sensitive lands and to discuss proposals for addressing these issues.

Mr. Grimm pointed out that St. Mary's, Charles and Calvert Counties have been working together as a region to see how Southern Maryland does things relative to flood plans, steep slopes, non-tidal and tidal wetlands, stream valley protection, agricultural land preservation and transfer development rights and will present this information at the October 1 meeting. Mr. Grimm stated that three county Planning Directors will be recommending that Article 66B be amended to incorporate the six visions of the 2020 Report. The three planning directors' presentation will include general and specific information from each of the county's local ordinances.

The Commissioners gave their concurrence for Mr. Grimm to proceed as outlined.

**COMPREHENSIVE WATER AND AND SEWER PLAN REVISION
PROGRESS REPORT**

Mr. Grimm presented a memorandum dated September 17, 1991 with a revised master schedule indicating what has been accomplished and what lies ahead with regard to the Comprehensive Water and Sewer Plan update. He stated that it is anticipated that the Commissioners will hold a public hearing in March and the proposed plan will be transmitted to the Maryland Department of Environment mid April.

ALLIANCE FOR ALCOHOL AND DRUG ABUSE PREVENTION

Present; Judy Landau Pedersen, Public Information Specialist
Walter Biscoe, Prevention Coordinator
Lt. Allen Potts, Maryland State Police

1) **INFORMATION RELEASE
GROCERY BAG CAMPAIGN**

The referenced individuals appeared before the Commissioners to present a Press Release announcing that the Alliance, in cooperation with the St. Mary's County Public Schools, have organized a "Grocery Bag Campaign" as part of the Red Ribbon Week starting October 21. Red Ribbon Week will highlight drug prevention education activities. The bags, decorated by fourth grade students, will be given to shoppers at grocery stores throughout the County.

2) **MARYLAND STATE POLICE DRUG PREVENTION BUS**

The referenced individuals presented information indicating that the Alliance has been offered the Maryland State Policy Drug Prevention Bus, a 1965 Bluebird bus, which the Alliance feels would be an important part of its prevention efforts.

The Alliance recommended that the Commissioners:

Accept title transfer of the vehicle and provide liability insurance;

Provide diesel fuel for the operation of the vehicle;

Match donations from the community up to \$2500 per fiscal year for upkeep maintenance and repair.

Allow the vehicle to be stored at the Governmental Center when not in use.

After discussion Commissioner Jarboe moved, seconded by Commissioner Lancaster, to accept the bus as outlined, funding source to be determined. Motion carried.

DEPARTMENT OF PUBLIC WORKS

Present: Dan Ichniowski, Director

1) **CAPITAL PROJECT GRANT APPLICATION
TUDOR HALL RENOVATION PROJECT**

Mr. Ichniowski presented a Board of Public Works Capital Project Grant Application for Phase II of the Tudor Hall Renovation project. Total project cost - \$130,000.

Commissioner Bailey moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Loffler to sign the grant application as presented. Motion carried.

2) **FEDERAL AVIATION ADMINISTRATION
GRANT AGREEMENT - ST. MARY'S COUNTY AIRPORT**

Mr. Ichniowski presented a Grant Agreement with the Federal Aviation Administration for the acquisition of land for airport development and approach projection for the 900 foot runway extension.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to authorize Commissioner President Loffler to sign the Grant Agreement pending availability of federal funding. Motion carried.

3) As a follow up to last week's discussion, Mr. Ichniowski presented correspondence addressed to Governor Schaefer requesting his assistance in the Charles County Community College project at St. Mary's.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve and sign the letter as presented. Motion carried.

4) **STATE HIGHWAY ADMINISTRATION
1991 TRANSPORTATION TOUR**

In preparation for next week's meeting with the State Highway Administration, Mr. Ichniowski presented copies of correspondence dated October 30, 1990 in which the Commissioners requested certain projects to be included in the State's construction program. In addition Mr. Ichniowski presented a handout listing prior county priorities for state highways, other projects to consider for improvements, and a tour preview.

During discussion Commissioner Loffler requested a list of projects from other areas that had been approved but had not been on the original list. He expressed concern about promises being made by the State for projects that did not come to pass for St. Mary's County.

5) **ROAD RESOLUTIONS, DEEDS**

Mr. Ichniowski presented the following documents for the Commissioners' review and consideration:

**Road Resolution No. R91-24
Lighthouse Road**

Posting Lighthouse Road at 25 miles per hour, from its intersection with Md. Rt. 249 to the end.

**Road Resolution No. R91-20 and R91-21
North Manor Road and South Manor Road**

R91-20 - Posting North Manor Road and South Manor Road at 25 miles per hour.

R91-21 - Designating the following streets as Stop Streets
North Manor Rd. as it intersects with Dukehart's Creek Rd.
South Manor Rd. as it intersects with Charles Hall Rd.

**Summitt Hill, Section One
Acceptance of Deed
Road Resolutions R91-18 and R91-19**

Between Summitt Hill, Inc. and Board of County Commissioners of St. Mary's County accepting Thomas Drive and Melissa Court into the County's Highway Maintenance System.

R91-18 - Designating Melissa Court as a Stop Street at its intersection with Thomas Drive.

R91-19 - Posting Melissa Court and Thomas Drive at 25 miles per hour.

**ACCEPTANCE OF DEED
PEGGS ROAD RECONSTRUCTION**

Between William V. Moravek and Elizabeth M. Moravek and the Board County Commissioners of St. Mary's County.

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the referenced documents as presented. Motion carried.

6) CORRESPONDENCE CALLING LETTERS OF CREDIT

Mr. Ichniowski presented the following correspondence calling Letters of Credit as indicated:

Eagles Glen

To Insurance Company of North America
Public Works Agreement
Bond No. K02319792 in the amount of \$137,600

Breton Bay PUD

To Signet Bank
Public Works Agreement
Letter of Credit S-0520 in the amount of \$480,000

The Moorings at Cedar Cove

To Maryland Bank and Trust Company
Public Works Agreement
Letter of Credit 379A in the amount of \$48,000

Richneck, Section 1

To First National Bank of St. Mary's
Public Works Agreement
Letter of Credit #A2-3-14-90 in the amount of \$29,000

Southgate Center

To Maryland Bank and Trust Company
Construction Permit #CP 10/91 ROW-01
Letter of Credit #418 in the amount of \$9,200

Whalers Creek Runn

To Maryland Bank and Trust Company
Grading Permit #90-30
Letter of Credit #378 in the amount of \$137,500

The Moorings at Cedar Cove

To Maryland Bank and Trust Company
Grading Permit #90-29
Letter of Credit #377 in the amount of \$45,000

T & R Enterprises Warehouse and Office Building

To Maryland National Bank
Grading Permit #90-26
Letter of Credit #290785 in the amount of \$22,300

St. George's Hundred, Phase 2 and 3

To Maryland Bank and Trust Company
Grading Permit #90-02
Letter of Credit #375 in the amount of \$85,600

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the referenced correspondence to be forwarded if necessary. Motion carried.

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EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator
Joseph Densford, County Attorney
Dan Ichniowski, Director, Public Works

Commissioner Bailey moved, seconded by Commissioner Lancaster, to meet in Executive Session to discuss a matter of property disposition. Motion carried. The Session was held from 11:20 a.m. to 11:40 a.m.

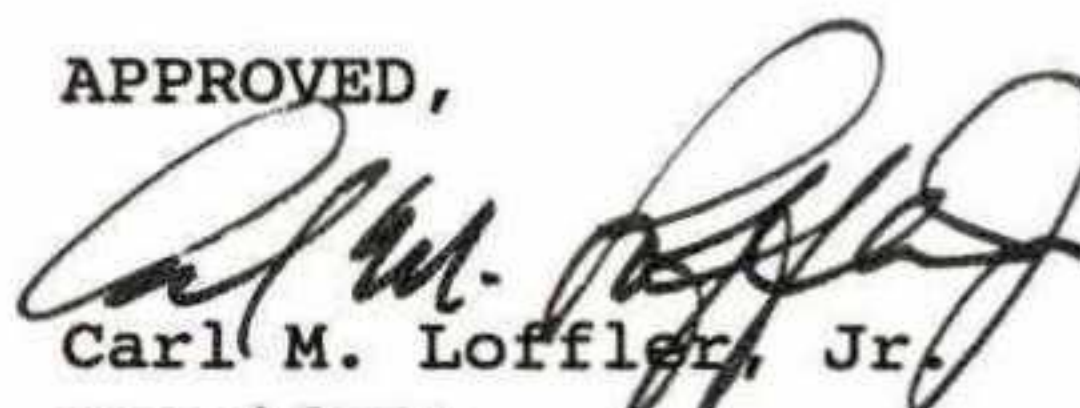
MEETING AT PATUXENT RIVER NAVAL AIR STATION

The Commissioners left at 11:40 a.m. to attend a meeting at the Patuxent River Naval Air Station regarding expansion of NAS.

ADJOURNMENT

The meeting adjourned at 11:40 a.m.

APPROVED,



Carl M. Loffler, Jr.
President