

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

December 31, 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

(Commissioner Bailey was not present at beginning of meeting.)

CALL TO ORDER

The meeting was called to order at 9:10 a.m.

APPROVAL OF MINUTES

Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve the minutes of the Commissioners' meeting of Tuesday, December 24, 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 ITEMS

Present: Edward V. Cox, County Administrator

1. **APPOINTMENTS
BOARDS, COMMITTEES, COMMISSIONS**

Commissioner Lancaster moved, seconded by Commissioner Thompson, and motion carried, to make the following appointments:

| <u>Agriculture Commission</u> | <u>Term to Expire</u> |
|---|-----------------------|
| Alfred L. Hasel (Reappt) | 12/31/94 |
| <u>Council on Children and Youth</u> | |
| Mary F. Fletcher (Reappt) | 12/31/94 |
| <u>Extended Day Care Planning Committee</u> | |
| Mary Blakely (Reappt) | 12/31/94 |
| Marie Fort " | " |
| Phyllis Leighton " | " |
| Becky Stevens " | " |
| <u>Library Board of Trustees</u> | |
| Gene A Walters (Reappt) | 12/31/96 |
| <u>Marcey House Board</u> | |
| Ken Henson (Reappt) | 12/31/94 |
| <u>Nursing Center Board</u> | |
| David Heidelberg | 12/31/94 |
| Julia (Judy) M. Raley | " |

2) **CORRESPONDENCE CALLING LETTER OF CREDIT
THE GREENS AT HILTON RUN**

On behalf of the Director of Public Works, the County Administrator presented correspondence addressed to the First National Bank of St. Mary's calling Letter of Credit No. A3-9-5-1990 in the amount of \$30,000 for Grading Permit #91-01.

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to authorize Commissioner Loffler to sign the correspondence to be forwarded if necessary. Motion carried.

3) **ADULT DAY CARE AND SENIOR ACTIVITY CENTER**

The County Administrator presented correspondence to Rev. Rona Harding responding to her concerns relative to the Adult Day Care and Senior Activity Center project.

The Commissioners agreed to sign and forward the letter.

4) **CORRESPONDENCE TO MOTOR VEHICLES ADMINISTRATION**

The County Administrator presented correspondence addressed to the Motor Vehicle Administration expressing concern relative to the discontinuation of the driver testing at the Valley Lee Fire House.

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

5) **TOWN OF LEONARDTOWN
FISCAL YEAR 1992 BUDGET REDUCTIONS**

The County Administrator presented correspondence responding to the Commissioners of Leonardtown's objections regarding the expenditure reductions to Leonardtown. The letter states that the \$659 reduction for Leonardtown is in keeping with the County's efforts to spread the impact evenly across all functions and activities.

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

6) **SEWAGE SLUDGE APPLICATIONS**

The County Administrator presented correspondence addressed to Mr. Michael Realo, Mobile Dredging and Pumping Co., responding to his request for waiver of the county requesting a public informational meeting on several sludge application sites. The letter states that the County will not grant such a waiver, that the County will follow the established system for processing the applications, and will review each application on a case-by-case basis.

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

7) **LEAVE WITHOUT PAY REQUEST**

The County Administrator presented a memorandum to the Commissioners outlining the series of events regarding Margaret Nelson's car accident and requesting an extension of the Leave Without Pay until March 14, 1992 or until disability retirement is approved, whichever occurs first.

Commissioner Jarboe moved, seconded by Commissioner Thompson, to approve the request as presented. Motion carried.

8) **PATUXENT RIVER DEMONSTRATION PROJECT
ST. MARY'S COUNTY REPRESENTATIVE**

The County Administrator reminded the Commissioners of the request by the Patuxent River Commission for a designee from St. Mary's County for the Patuxent River Demonstration Project. County Administrator Cox recommended the appointment of Jon Grimm, Director, Planning and Zoning, as the County's designee as his function closely aligns with this project.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to appoint Mr. Grimm as recommended. Motion carried.

9) **DEPARTMENT OF SOCIAL SERVICES - USE OF FUND BALANCE**

As a follow up to last week's discussion the County Administrator reiterated the Director of Social Services' request to use unexpended Fiscal Year 1992 funds for a Child Support Agent contract position. County Administrator Cox explained that the appointment of that individual would more than pay for itself through increased collections.

After discussion Commissioner Jarboe moved, seconded by Commissioner Thompson, to allow the use of the unexpended FY '92 funds in the amount of \$9,831 as requested. Motion carried.

The second request to apply \$8,940.35 to the Fiscal Year 1993 budget will be reviewed during the development process of the F\Y '93 budget.

**ST. MARY'S COUNTY HEALTH DEPARTMENT
FISCAL YEAR 1992 BUDGET**

Present: Dr. William Marek, Health Officer

As requested by the Commissioners at last week's meeting, Dr. Marek appeared before the Board to explain the impact of state and local budget reductions on the St. Mary's County Health Department. Dr. Marek began by giving an overview of the funding structure of the Health Department including the Case formula for a match with state and local funds. He explained that there are three additional funding sources: state grants, 100% supplemental funding from the County and from collections (Medicare, Medicaid, insurance companies, and user fees. Collections make up 32% of the Health Department's entire budget, and it is the only flexible source of funds.

(Commissioner Bailey entered meeting - 9:35 a.m.)

Dr. Marek advised that when the state budget reductions began, the Health Department decided to make reductions by programs rather than across-the-board. The programs were prioritized from most needed to lowest priority. The \$60,000 budget reduction from the state cut the out-patient rehabilitation program. One of the ways of handling further reductions was to establish a public/private partnership for the well child program. He stated that this program has provided continuity of care, and he pointed out that the clients approve of it.

Dr. Marek advised that the first cut for Fiscal Year 1992 was \$228,000 from the Case formula section and \$67,000 in grants. He pointed out that the county had no obligation to fund its match of the formula (\$135,000). This reduction required considerable reduction of the Health Department's budget (elimination of some computerization and two clerical lay-offs). He stated that there was still funds from collections from last year that helped cushion these cuts and staff took on additional responsibilities. He emphasized that services to the community has not been seriously affected. Mental Health cuts has required the termination of three part-time positions.

The second round of state cuts required furloughs form one day to five depending on pay level of the employee. Furloughs will be scheduled so that not everyone will be off at the same time.

The third aspect of budget cuts is from the County--the 1.8% (\$21,022) and the matching funds of \$135,000 will require actions that he would need to discuss with the Commissioners in Executive Session because it involves personnel.

The Commissioners indicated that they would like to work with Dr. Marek regarding the reductions and to ensure quality health care services to the community. Commissioner Jarboe suggested that the public/private partnership may work in other areas as well as the well child care program.

Dr. Marek will return to meet with the Commissioners at a later date to discuss handling of the budget reductions.

**CHAMBER OF COMMERCE
FISCAL YEAR 1992 BUDGET**

Present: Ann Marum, Director, Chamber of Commerce
George Smith, President Elect
Betty Kohle, Chamber

With regard to the proposed \$5,000 budget cut to the Chamber of Commerce, the referenced individuals appeared before the Commissioners to explain the impact of such a reduction and to request the Commissioners' reconsideration. Mr. Smith advised that the Chamber has accommodated the 1.8% reduction of \$173, but stated that the additional \$5,000 would have a serious impact on the tourism effort. He stated that it would mean closing the Tourist Information Center on Route 301 on the weekends and would create a ripple effect.

Later in the meeting Mr. F. Elliott Burch, Jr., Chairman of the Economic Development Commission, indicated that the EDC may be able to assist with the Tourist Information Center and stated that the EDC will get information to the Commissioners on this.

**PUBLIC HEARING
CWSP#91-1731 - WALDEN SIERRA
DEPARTMENT OF PUBLIC WORKS WATER LINE**

Present: Jon Grimm, Director, Planning and Zoning
Dave Gerdel, Deputy Director, Public Works

The Commissioners conducted a public hearing on an application by the Department of Public Works on behalf of the Board of County Commissioners to amend the Comprehensive Water and Sewer Plan from W-5 to W-3 for Sierra House and the Arnold Building (Department of Public Works) located on the southerly side of Md. Rte. 4, Eighth Election District, Tax Map 34, Parcels 5 and part of 104.

Mr. Grimm advised that the hearing was properly advertised in the December 11 and 18 issues of The Enterprise.

Mr. Grimm indicated that the only the portion of Parcel 104, which includes the Sierra House is under consideration for inclusion in a W-3 service area. A replacement map has been included in the application package. He advised that the project has been reviewed by all TEC agencies and has been deemed compatible with the County's Comprehensive Land Use Plan. Mr. Grimm further noted that the existing and proposed new building are permissible within their zoning districts.

Mr. Grimm pointed out that the Department of Planning and Zoning and the Planning Commission have recommended approval of the application.

Commissioner Bailey moved, seconded by Commissioner Jarboe, to approve the application to amend the Comprehensive Water and Sewer Plan for the referenced projects from W-5 to W-3. Motion carried.

FISCAL YEAR 1992 BUDGET REDUCTIONS

Present: Edward V. Cox, County Administrator
Marty Jones, Budget Analyst, Finance Office

1.8% Across-the Board Reductions

As a follow up to last week's discussion of the 1.8% across-the-board budget reductions and after review of correspondence from certain spending units, Commissioner Thompson moved, seconded by Commissioner Lancaster, and motion carried, to institute the 1.8% budget reductions in the following areas: (Commissioner Jarboe was not present during the vote.)

| <u>Dept.</u> | <u>Description</u> | <u>Amount</u> |
|--------------|---------------------------------------|---------------|
| 092 | Developmental Center (Transportation) | \$2,437 |
| 048 | ARC-Group Home | 2,027 |
| 082 | Soil Conservation (Salary) | 387 |
| 086 | Tri-County Council-Allocation | 1,180 |
| 100 | Chamber of Commerce-Allocation | 173 |

The remaining departments (Orphans' Court and Historical Society will be given an opportunity to respond as to the impact of the proposed reductions.

With regard to the Health Department the Commissioners agreed to defer a decision on the \$21,022 reduction and the \$135,000 county match until a meeting with Dr. Marek (scheduled for January 7).

Additional \$1 Million Reduction

Ms. Jones distributed a list of proposed reductions to accomplish an additional \$1M budget cuts. Comments were received on the following areas relative to these reductions:

Fire/Rescue Study

Also Present: Joe Carroll

Relative to the proposed reduction in the amount of \$23,500 for the Fire and Rescue Study, Mr. Carroll expressed concern that this reduction will reduce the implementation portion of the study. He stated that \$40,000 has been spent on the study with 18 people putting in four years of work in this effort.

Commissioner Loffler suggested that if the funds are taken from the FY '92 budget, should a need arise for a specific item, those dollars could be reinstated. The Commissioners agreed to defer a decision until after the January 7 meeting with the Fire/Rescue Committee.

Sheriff's Department
Closed Circuit TV - Courts

Also Present: Sheriff Wayne Pettit

Relative to the proposed reduction of \$47,457 for closed circuit televisions for the courts, Sheriff Pettit appeared before the Commissioners to advise that three closed circuit cannot be purchased for that amount and recommended that the Commissioners allow one to be installed at the District Court for \$21,000 to \$24,000. He stated that 50% of the jail bond hearings at held in District Court and pointed out that installation of the television would result in manpower savings. He requested permission to look elsewhere in his budget for the additional \$23,000.

The Commissioners agreed to the revision by reducing the amount for the closed circuit television from \$47,457 to \$23,457 and allowing the Sheriff to find another source for the additional \$24,000.

After discussion Commissioner Lancaster moved, seconded by Commissioner Thompson, and motion carried to approve the following budget reductions under the "Accomplished" category on the submitted list:

| | |
|------------------------------|-----------|
| Lease Purchase | \$ 65,000 |
| Bond Issue Interest | 159,300 |
| Transportation Bond Interest | 121,000 |
| County Share Drug Grant | 49,000 |
| Selective Hiring | 96,000 |

With regard to the "Recommended" category on the list, Commissioner Jarboe moved, seconded by Commissioner Lancaster, and motion carried, to make the following reductions towards the \$1,000,000 objective:

| | |
|---|-----------|
| Lease Purchase | \$ 65,000 |
| Debt Service | 40,844 |
| County Management Study | 13,000 |
| Fire/Rescue Equipment | 25,000 |
| Closed Circuit TV - Courts | 23,457 |
| School Bus Contractors | 19,000 |
| Extension Service Salaries | 21,174 |
| Historic Preservation Grant | 6,925 |
| Recreation and Parks Comprehensive Plan | 25,000 |

The following proposed reductions were deferred as indicated:

Fire/Rescue Study (\$23,500) until after January 7 meeting with Commissioners.

The following will be given an opportunity to comment on the proposed reductions:

Economic Development Commission (\$56,000)
Sotterley (\$4,910)
Naval Air Test Museum (\$6,000)
Chamber of Commerce (\$5,000) (EDC looking into assisting)
Historical Society (\$5,000)
Tri-County Council (\$10,000)
Health Department (\$135,000)

WATERWAY IMPROVEMENT LOAN - PINEY POINT PROPERTY

Present: Phil Rollins, Director, Recreation and Parks
Bob Gaudette, DNR
Kenn Ropp, "

The referenced individuals appeared before the Commissioners to present an Agreement between the Maryland Department of Natural Resources and St. Mary's County which will allow the County to receive an interest free, long-term loan up to \$600,000 from the State to purchase the Ruth R. Swann, M. C. Thompson and B. I. Smith waterfront property at Piney Point consisting of 2.83 acres. The loan has a 25-year pay back period which will be made from money in lieu of land impact fees.

Mr. Ropp displayed the site plan for the property and explained the proposed development including parking and comfort stations. All permits have been received except the Critical Area permit, which would be a county permit once the county has possession of the property.

After discussion Commissioner Jarboe moved, seconded by Commissioner Lancaster, to accept and authorize Commissioner Loffler to sign the Waterways Improvement Project Agreement as presented. Motion carried.

**BOARD OF EDUCATION
FISCAL YEAR 1992 BUDGET**

Present: Joan Kozlovsky, Acting Superintendent
Fred Wallace, Board of Education

Relative to last week's meeting regarding the 1.8% across-the-board budget cuts, Ms. Kozlovsky appeared before the Commissioners to review and explain the proposed reductions for the Board of Education.

(Commissioner Jarboe left meeting - 11:30 a.m.)

After discussion Commissioner Bailey moved, seconded by Commissioner Thompson, and motion carried, to approve the following reductions for the Board of Education:

| <u>No.</u> | <u>Description</u> | <u>Amount</u> |
|------------|------------------------------------|---------------|
| 17 | MGA, MUN, Music Program | \$ 7,500 |
| 27 | Personnel (Recruitment) | 6,000 |
| 38 | 7236-Test Materials/Test Scoring | 5,000 |
| 39 | 7220-Music, Md. Music Educator's | 2,000 |
| 44 | 7385-Vocational Education Supplies | 5,000 |
| 48 | 7214-Game Officials | 4,000 |

Ms. Kozlovsky requested that a decision on Item No. 21 (Substitutes) be deferred until she could get additional information; e.g, the expenditure history over the last two months. The Commissioners concurred.

ST. MARY'S COUNTY MENTAL HEALTH PLAN

As a follow up to the presentation by Frank Sullivan, Director, Mental Health, St. Mary's County Health Department, Commissioner Lancaster, moved, seconded by Commissioner Bailey, to approve the St. Mary's County Mental Health Plan as presented. Motion carried.

**FRANCHISE AGREEMENTS
JONES INTERCABLE
SIMMONS CABLE**

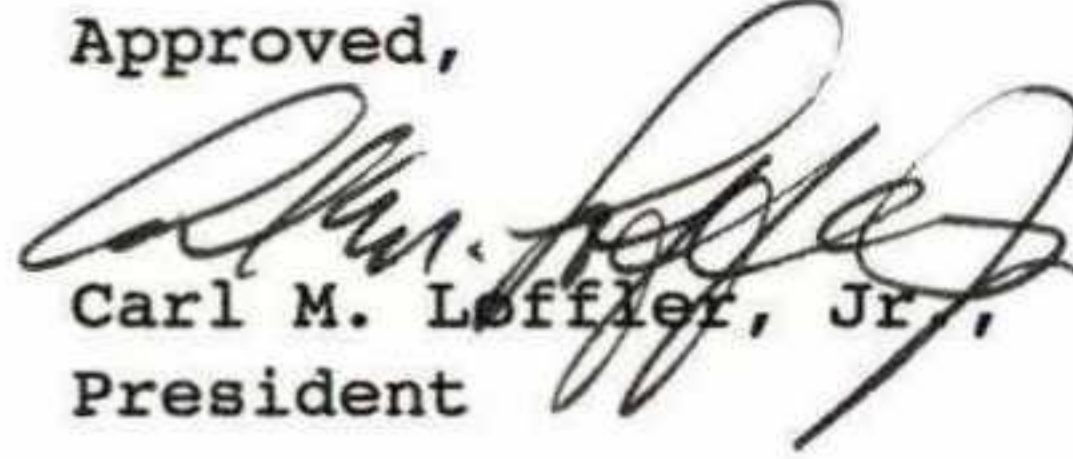
As a follow up to the December 17, 1991 public hearing on Franchise Agreements for Jones Intercable and for Simmons Cable, the Commissioners requested that the Cable Advisory Committee address the following issues raised at the hearing:

1. That all schools (public and private) within reason be given an opportunity to have cable.
2. That safety aspects for removal as well as placement of cable be included. This item should also include workmanship.
3. That there be cable access to all public facilities (fire departments and rescue squads).
4. That there be a clearly defined public access of equipment availability in both agreements.
5. That there be definitions for educational access, governmental access, and public access as well as definitions for cable mile.
6. That the Advisory Committee prepare a comparison chart setting forth similarities and differences of the two agreements.

ADJOURNMENT

The meeting adjourned at 11:50 a.m.

Approved,



Carl M. Loeffler, Jr.,
President