

**ST. MARY'S COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
September 29, 1992

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**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

**NURSING CENTER EXPANSION - GROUNDBREAKING CEREMONY**

The Commissioners attended the Nursing Center Groundbreaking Ceremony.

**CALL TO ORDER**

The meeting was called to order at 10:00 a.m.

**APPROVAL OF MINUTES**

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve the minutes of the Commissioners' meeting of Tuesday, September 22, 1992 and the Special Meeting held September 24, 1992. 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) Leonardtown Lions Club - Crab Feast - Use of Governmental Center Grounds**

The County Administrator presented correspondence responding to the Leonardtown Lions Club's request for perpetual use of the Leonard Hall Drill Hall and the governmental center property for the annual crab festival. The return letter indicates that use of the drill hall is controlled by Leonard Hall and that the Commissioners would prefer to consider use of the grounds on a year-to-year basis. The letter gives approval for the Lions Club to use the grounds on June 12 and 13, 1993.

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

**2) Grant Award Statement - Office on Aging - Adult Day Care Program Grant**

On behalf of the Office on Aging the County Administrator presented revised Condition of Grant Award Statement and Assurance of Compliance for Adult Day Care Program grant.

Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Loffler to sign the referenced documents as submitted to be forwarded to the Department of Health and Mental Hygiene. Motion carried.

**3) Southern Maryland Navy Alliance**

The County Administrator presented correspondence dated September 10 from the Department of Economic and Community Development that had been forwarded to the Calvert County Commissioners. The letter requested them to join support with St. Mary's County in the Navy Alliance's efforts regarding maintaining NESEA in St. Mary's County. Mr. Cox stated that the Commissioners could discuss the matter with the Calvert County Commissioners at this evening's Tri-County Commissioners meeting.

During discussion Commissioners Loffler and Thompson requested they be provided information as to how the campaign to keep NESEA is being focused.

4) **Budget Amendment No. 93-13 - Director of Finance**

The County Administrator presented the referenced Budget Amendment recommended for approval by the Director of Finance with the following justification: To fund anticipated self-insurance liability (\$22,995).

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

5) **Alliance for Alcohol/Drug Abuse Prevention Policy Council Meeting**

The County Administrator presented correspondence addressed to community leaders announcing the October 27 Alliance Policy Council Meeting to be held at Margaret Brent Middle School from 2-4 p.m.

The Commissioners agreed to sign and forward the letter as presented.

6) **Office on Aging - Child Care Food Program Contract for Adult Day Care**

On behalf of the Office on Aging the County Administrator presented forms needed to renew the County's participation in the Child Care Food Program. The program provides USDA reimbursement for meals and snacks served in the Adult Day Care Program. No county funds are involved.

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

7) **Appointment - Plumbing Board**

Commissioner Lancaster moved, seconded by Commissioner Bailey, to reappoint Kevin Cusic to the Plumbing Board for a term to expire June 30, 1995. Motion carried.

8) **Sheriff's Department - Disposal of Unclaimed Items**

The County Administrator presented a memorandum dated September 23 requesting approval to dispose of unclaimed items through the procurement process. The memorandum further requests that the proceeds of the sale of the unclaimed property be used towards the Sheriff's Office Annual Awards Program.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve the disposal process and the use of funds for the Awards Program. Motion carried.

9) **Charlotte Hall Water System**

The County Administrator advised that the Veterans Home Commission approved joint use of the water tower which will allow the County to create a public water system in the Charlotte Hall area. He stated that he will advise Economic and Community Development so that they can continue their efforts in creating an employment center in the northern end of the County.

**PROCLAMATION - TOOTSIE ROLL MONTH FOR RETARDED CHILDREN**

Present: Representatives from Knights of Columbus

The Commissioners presented the referenced Proclamation designating the month of October as Tootsie Roll Month.

**PROCLAMATION - MENTAL HEALTH AWARENESS WEEK**

Present: Mary Clements

The Commissioners presented the referenced Proclamation designating the week of October 4-10 as Mental Health Awareness Week.

**PROCLAMATION - NUCLEAR MEDICINE WEEK**

Present: Danny Davey

The Commissioners presented the referenced Proclamation designating the week of October 4-10 as Nuclear Medicine Week.

## COUNTY COMMISSIONERS' AGENDAS

Commissioner Loffler indicated that an individual had expressed concern to him that the Commissioners' did not keep to their scheduled times on their agenda. He inquired whether the Commissioners wanted to strictly adhere to the schedule or to keep it flexible. The Commissioners agreed to keep it flexible in order to keep the meeting moving.

### RECREATION AND PARKS QUARTERLY OVERVIEW

Present: Phil Rollins, Director

Mr. Rollins appeared before the Commissioners to present a quarterly report on the activities and programs of the Department of Recreation and Parks. The review included:

#### Recreation Division

(summer program report and marketing plans);

#### Parks Division

Hall of Fame Building - Mr. Rollins advised that there is \$217,000 from a state grant for lighting of the regional park, and he would like to use those funds towards the building. Later, the Program Open Space funds could be used for the lighting. Mr. Rollins will return to the Commissioners at a later date to formally request approval.

Land Preservation and Recreation Plan - A questionnaire is being distributed to get input from citizens on recreational needs in the County. A draft plan will be submitted to the Recreation and Parks Board and then brought to Planning Commission and County Commissioners for review and approval.

Grass Cutting at Public Schools - Mr. Rollins indicated that because of budget reductions, two grass cuttings were cut from the fall and two in the spring.

#### Museum Division

(Blessing of the Fleet - October 3 and 4; Piney Point Lighthouse grants; Potomac River Cruises; and plans for 21st Century Report.)

#### Wicomico Golf Course and Recreation Area

Mr. Rollins reviewed the Fiscal Year 1992 financial statement showing revenues of \$798,504 and expenses in the amount of \$736,698.

## DEPARTMENT OF PUBLIC WORKS

Present: Dan Ichniowski, Director

### 1) Recycling

As a follow up to the September 8 meeting, Mr. Ichniowski presented a memorandum from the Recycling Committee addressing concerns raised by the Commissioners regarding the proposed Recycling Coordinator position. The memorandum sets forth justification for the position pointing out that benefits outweigh the costs.

During discussion issues raised by the Commissioners included:

- solution to the paper problem
- market for crushed glass
- markets for recyclables
- what other jurisdictions are doing with regard to a coordinator position.
- whether the position should be contract or merit

After discussion Commissioner Bailey moved, seconded by Commissioner Thompson, to authorize proceeding with the hiring process for the Recycling Coordinator position and that a job description be prepared to be submitted to the Commissioners' for review.

Commissioner Thompson moved, seconded by Commissioner Bailey to amend the motion to include that the source of funding for the position be the tipping fees. Motion carried four to one with Commissioner Jarboe voting against.

All Commissioners voted in favor of the main motion to proceed with hiring the Recycling Coordinator.

Staff will return to the Commissioners with the job description using both contract and merit position options.

**2) Draft Correspondence to Department of Transportation**

As a follow up to the September 22 DOT presentation, Mr. Ichniowski presented draft correspondence to Secretary Lighthizer, Secretary, Department of Transportation listing St. Mary's County's priorities.

During discussion Commissioner Loffler requested that language be added to the letter reminding DOT of the process of adding and deleting projects and that the Commissioners should be kept informed of changes in priorities. Commissioner Jarboe requested that the letter include information on how much the county provides to the transportation program and how much it receives in return.

Mr. Ichniowski will return at a later date with the letter for the Commissioners' review and approval.

**3) Easement Agreement - Pegg Road**

Mr. Ichniowski presented an Easement Agreement between Southern Maryland Electric Cooperative, Inc. and Board of County Commissioners of St. Mary's County relative to the Pegg Road reconstruction project.

**Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve and sign the Easement Agreement as presented. Motion carried. Commissioner Loffler did not participate in the discussion and vote on this matter.**

**4) Public Works Agreement  
Addenda to Public Works Agreements  
Calling Letters of Credit**

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

**Public Works Agreement**

**Cox's Run Subdivision**

Dated August 28, 1992 between Joan Burroughs c/o Benjamin H. Burroughs guaranteeing completion of Aster Drive, Redbud Drive, Boxwood Drive, Daisey Court, Quince Court, Moss Court by September 1, 1993. The Agreement is backed by a Letter of Credit with The First National Bank of St. Mary's in the amount of \$555,900.

**Addendum to Public Works Agreement**

**Moorings at Cedar Cove**

Between J. L. Millison and Board of County Commissioners for St. Mary's County extending the deadline for improvements in the Moorings at Cedar Cove Subdivision, Eighth Election District, to October 1, 1993. The Addendum is backed by a Letter of Credit with Maryland Bank and Trust Company in the amount of \$48,000.

**Addendum to Public Works Agreement**

**Richneck Subdivision**

Between Ripple Brothers Construction and the Board of County Commissioners for St. Mary's County extending the deadline for improvements in Richneck Subdivision to April 1, 1993. The Addendum is backed by a Letter of Credit with First National Bank of St. Mary's in the amount of \$29,000.

**Correspondence Calling Letters of Credit**

**Stallman Subdivision, Section 3**

To International Fidelity Insurance Company calling Bond No. 873473 in the amount of \$330,300 for Public Works Agreement.

**Spring Valley Apartments**

To The Hanover Insurance Company calling Bond No. BCZ-1892577 in the amount of \$112,490 for Public Works Agreement.

**Wildewood - Hickory Nut Drive**

To First National Bank of St. Mary's calling Letter of Credit #A2-11-1-1991 in the amount of \$26,000 for Public Works Agreement.

**Spring Valley Apartments**

To Hanover Insurance Company calling Bond No. BCZ-1892576 in the amount of \$139,308 for Grading Permit #92-10.

**Norris Acres, Sections 1 and 2**

To First National Bank of St. Mary's calling Letter of Credit No. A2-10-28-91 in the amount of \$104,900 for Public Works Agreement.

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

**8) Review of Board of Education Capital Improvement Program**

Mr. Ichniowski advised that he received a memorandum dated September 10 from the County Administrator requesting his department to review and make recommendations regarding the Board of Education's Capital Improvement Program. He requested clarification as to the specifics the Commissioners were looking for.

Commissioner Loffler suggested that Mr. Ichniowski review the projects to determine if the requests are realistic and to look at specifics; e.g., asbestos removal (location and extent of project). Commissioner Jarboe requested that DPW's review include whether or not the projects can be done by the County.

**EXECUTIVE SESSION**

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

Commissioner Bailey moved, seconded by Commissioner Lancaster, to meet in Executive Session to discuss a matters of property acquisition. Motion carried. The Session was held from 11:55 a.m. to 12:25 p.m.

**OFFICE OF COMMUNITY SERVICES  
TEENAGE PREGNANCY AND PARENTING GRANT APPLICATION**

Present: Cynthia Brown, Director, OCS

Mrs. Brown appeared before the Commissioners to present a 1992-1993 Application for Funding for an Incentive Grant to Support Local Interdepartmental Efforts to Address Teenage Pregnancy and Parenting. The grant, in the amount of \$2,000, will be used for educational materials, scholarships, and emergency funds.

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

**ASSOCIATION FOR RETARDED CITIZENS**

Present: Marion Sterling, President  
Kate Rollason, Director, Calvert County ARC  
Kim Gscheidle, Services Director

The referenced individuals appeared before the Commissioners to give an update on the Association for Retarded Citizens. Mrs. Sterling advised that the membership of the ARC was in agreement with the merger with Calvert County and the Agreement of Merger was signed on September 8, to be effective November 24, 1992. Ms. Gscheidle, the new Services Director, was appointed to manage the programs during the interim while the merger is being effected.

In response to an inquiry from the Commissioners, Ms. Rollason pointed out the benefits from the merger stating it would spread the administrative costs and strengthen local services.

In conclusion the Commissioners indicated their continued support of the ARC.

**ST. MARY'S COUNTY HEALTH DEPARTMENT  
FISCAL 1993 BUDGET**

Present: Dr. William Marek, Health Officer  
Charles Wade, Director of Finance

Relative to the governor's budget reduction plan for Fiscal Year 1993, Dr. Marek appeared before the Commissioners to discuss the impact on the local health department and to present the Health Department's Budget Reduction Plan which will be effective October 1. He pointed out that the reductions withdraw 100% from the Case Formula as well as reductions from the mental health portion of the budget. The total revenue loss to the local Health Department as of this date is \$593,285.

Dr. Marek pointed out that the Health Department has been aggressively seeking revenues through collections which has been successful in the past.

In order to make the necessary adjustments to accommodate the reductions, Dr. Marek advised that the budget reduction process was carried out in two phases: (1) To make all necessary reductions in program services and staff and (2) To develop the plan for future operation of the St. Mary's County Health Department. During review of the plan, he pointed out that the County has three options: (1) Withdraw all matching case formula dollars; (2) Retain the previously committed county case formula matching dollars; and (3) Enhance county funding above what has already been committed.

Dr. Marek reviewed the various departments within the Health Department making recommendations to compensate for the loss of revenue, which include increased fees, transfer of responsibilities, mergers, no changes, and privatization.

In conclusion Dr. Marek advised that he would return next week with a specific proposal relative to the County's funding for the Commissioners to consider.

**STATE REDUCTIONS**

Present: Charles Wade, Director of Finance

Mr. Wade presented a handout to the Commissioners setting forth Round 1 and 2 state reductions to St. Mary's County in order to resolve the State's Fiscal Year 1993 deficit problem. Included in the handout were fiscal considerations showing the amount of budget cuts from the State for FY 1992 and estimate of reductions for FY 93 and 94, new county money, and new debt service which results in a net of only \$1.8M additional money that the County would have for Fiscal Year 1994.

**EXECUTIVE SESSION**

Present: Edward V. Cox, County Administrator  
Charles Wade, Director of Finance  
Joseph Mitchell, Director, DECD

(Authority to meet in Executive Session was given in previous executive session motion.)

The Session was held from 3:00 p.m. to 3:30 p.m.

**ADJOURNMENT**

The meeting adjourned at 3:30 p.m.

Minutes Approved by Board of  
County Commissioners on 10/6/92

*Judith A. Spalding*  
Recording Secretary