

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
AUGUST 31, 1993**

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

(Commissioner Loffler not present at beginning of meeting.)

CALL TO ORDER

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, August 24, 1993. Motion carried.

APPROVAL OF BILLS

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

HURRICANE EMILY UPDATE

Present: Paul Wible, Director, EMA

Mr. Wible appeared before the Commissioners to give an update of Hurricane Emily storm that is heading towards the east coast. He advised that St. Mary's will experience some wind and rain and some tidal activity.

(Commissioner Loffler entered the meeting - 9:15 a.m.)

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) Land Information System - Applied Computer Systems

As a follow up to the June 29 presentation by Applied Computer Systems Limited and subsequent staff review of a computerized land information system, the County Administrator presented correspondence addressed to ACSL requesting additional information

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

2) Board of Education - Categorical Transfers - Fiscal Year 1993

The County Administrator advised that a request dated August 26 was received from the Superintendent of Schools requesting the Commissioners' approval of the following category transfers:

Pupil Services	\$ 3,000	To fund severance pay
Maintenance	15,000	To fund contracted services and material overruns related to June activities
Fixed Charges	(\$18,000)	

Commissioner Thompson moved, seconded by Commissioner Bailey, to sign and forward correspondence addressed to the Board of Education approving the category transfers as requested. Motion carried.

3) **Appointments
Boards, Committees, Commissions**

Commissioner Bailey moved, seconded by Commissioner Jarboe, and to appoint the following individuals with terms as indicated. Motion carried.

<u>Mental Health Authority Board</u>	<u>Terms to Expire</u>
Peter Lambert	12/31/96
<u>Solid Waste Advisory Committee</u>	
Buddy Thompson	No Term

4) **Community College - Contract for Services**

The County Administrator referred to March 5 correspondence received from Dr. John Since, Charles County Community College which addressed several areas of concern relative to the *Contract for Provision of Higher Education Services to St. Mary's County by the Charles County Community College*. In response to the March 5 letter the County Administrator presented correspondence indicating the Commissioners acceptance of his guidance regarding the channel of communication and the deletion of the terminology "degree granting" from the contract. The letter requests the Board of Trustees reconsideration relative to concerns regarding the Board for the Community College at St. Mary's and states that the Commissioners had approved the group's by-laws.

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

5) **Letter of Support
Tri-County Community Action - Awards of Excellence Program**

On behalf of the St. Mary's County Housing Authority, the County Administrator presented correspondence addressed to the Fannie Mae Foundation in support of the Southern Maryland Tri-County Community Action Committee's Application for the Sixth Annual Awards of Excellence Program for the Chancellor's Village project.

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

6) **Clearinghouse Projects**

The County Administrator presented the following clearinghouse projects recommended for approval by the Director of Finance and recommended that they be forwarded to the State with the comment that the projects are consistent with the County's program and objectives:

MD930803-0762 - Charles County Community College
Technology Reinvestment Project

MD930823-0844 - Charlotte Hall Veterans' Home - Phase IV

The Commissioners concurred with the County Administrator's recommendation.

7) **Confirmation of Emergency Actions**

The County Administrator presented the following items requiring confirmation by the County Commissioners of emergency action taken by a majority of the Board:

Chesapeake Bay Critical Area

Fiscal Year 1994 Grant Agreement for the Scope of Work for St. Mary's County

Summerwood, Section 1

Correspondence addressed to Potomac Savings Bank calling Letter of Credit #91-336-08 in the amount of \$308,600 for Public Works Agreement dated July 16, 1992 between William P. Gloster, III and Gretchen G. Gloster and St. Mary's County.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve the emergency actions as referenced above. Motion carried.

8) **Alliance for Alcohol Drug Abuse Prevention
Council Meeting Invitation**

The County Administrator presented an invitation for the Commissioners' signatures to participants in the Alliance Policy Council meeting scheduled for Tuesday, September 28, 1-3 p.m.

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

9) **Grants**

The County Administrator presented the following grants for the Commissioners' review and approval:

Private Industry Council

Southern Maryland Project Independence Plan for Fiscal Year 1994 in the amount of \$499,646

Coastal Zone Management

Grant Agreement for Coastal Zone Management in the amount of \$20,000

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

12) **Budget Amendments**

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

No. 94-14

County Commissioners

To provide funds for Veterans Day Parade expenses approved by the Board of County Commissioners on August 24 (\$1,500)

No. 94-15

Department of Public Works

To provide funds for proposal of the Ten Year Solid Waste Plan (\$2,000)

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

**DEPARTMENT OF PUBLIC WORKS
RECYCLING PROGRAM UPDATE**

Present: Dan Ichniowski, Director
Nancy Liberman, Recycling Coordinator

Mr. Ichniowski and Mrs. Liberman appeared before the Commissioners to present an update of the county's Recycling Program. Mrs. Liberman described the program progress in the areas of residential, commercial/institutional, yard waste, and administrative pointing out what has been completed. During her presentation Mrs. Liberman reviewed the Recycling Plan Time Table listing projects in priority order. She also summarized the recycling grant applications that will be submitted in the recycling effort, four to the Maryland Department of Environment and one to Volunteer Maryland.

Relative to the Volunteer Maryland grant, Mrs. Liberman presented a memorandum to the Commissioners requesting assistance in pursuing the grant which would entitle the county to a full or part time coordinator to assist in the initial set up of a recycling volunteer force. The cost to the County would be \$3,500, work space and materials, and a commitment of time to work with the coordinator. She stated that the application process requires a letter of support from the Commissioners to the Governor's Office on Volunteerism.

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

**PROCLAMATION
FORGET ME NOT MONTH
DISABLED AMERICAN VETERANS**

Present: Representatives of Chapter 26 DAV

The Commissioners presented the referenced Proclamation designating the month of September as Forget Me Not Month in St. Mary's County.

**ALLIANCE FOR ALCOHOL DRUG ABUSE PREVENTION
MULTI-YEAR/COMMUNITY TRAFFIC SAFETY PLAN GRANT**

Present: Joe Dick, Director, Alliance
Walt Biscoe, Coordinator, "

(Also Present: Cynthia Brown, Director, OCS; Jonathan Nelson, President, Board of Education; Judy Pedersen, Information Specialist; Sgt. Jamie Raley)

The referenced individuals appeared before the Commissioners to present the referenced Traffic Safety Plan for Fiscal Years 1993 - 1996. The Plan is outlined in seven subject areas: engineering, enforcement, education, prevention, promotion, treatment, management and coordination and describes the activities in each category with expected improvements and benefits.

During discussion Commissioner Jarboe expressed safety concerns relative to bikers along road without shoulders and suggested that state or federal grants may be available to address this issue.

After discussion Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Mutli-Year/Community Traffic Safety Plan for Fiscal Years 1993-1996. Motion carried.

MANUAL OF PERSONNEL POLICIES AND PROCEDURES

Present: Edward V. Cox, County Administrator
George Foster, Personnel Officer

As a follow up to previous reviews and discussion, Mr. Cox and Mr. Foster appeared before the Commissioners to present the revised Manual of Personnel Policies and Procedures. The County Administrator requested the Commissioners' action on the following:

- o To approve and sign the Resolution adopting the Manual of Personnel Policies and Procedures
- o To approve and sign the Foreword to the Manual.

The Commissioners discussed certain amendments to the Manual (Delegation of Authority, Vacancy Announcements, Residency Requirements) and agreed to defer a decision until next week's meeting.

RESOLUTION NO. 93-34 AUTHORIZATION FOR SALE OF GENERAL OBLIGATION BONDS ST. MARY'S HOSPITAL

Present: Charles Wade, Director of Finance

Mr. Wade appeared before the Commissioners to present the referenced Resolution authorizing the issuance and sale of \$6,000,000 General Obligation Bonds to be designated as "County Commissioners of St. Mary's County St. Mary's Hospital Bonds of 1993" for the purpose of financing the improvements to the St. Mary's Hospital. Mr. Wade advised that Mr. Ed Clark reviewed the Resolution with the Commissioners on July 27 and the consultant from Peat Marwick presented the final Feasibility Study on August 24.

After discussion Commissioner Lancaster moved, seconded by Commissioner Bailey, to approve and sign Resolution No. 93-34 as presented. Motion carried.

EXECUTIVE SESSIONS

Commissioner Bailey moved, seconded by Commissioner Lancaster, to meet in Executive Session to discuss matters of Personnel (Consideration of Appointments to Boards, Committees, Commissions), as provided in Article 24, Section 4-210(a)1, Property Disposition (St. Mary's Press), as provided in Article 24, Section 4-210(a)11, and Litigation (The Skydiving Center), as provided in Article 24, Section 4-210 Motion carried.

Personnel

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

Authority: Article 24, Section 4-210(a)1
Topic: Personnel - Consideration of Appointment to Boards, Committees,
Commissions
Time Held: 11:35 a.m. - 11:55 a.m.

Action Taken: The Commissioners reviewed the current status sheet, made nominations, and directed staff to prepare the appropriate letters of appointment.

Property Disposition

Present: Commissioner Carl M. Loffler, Jr., President
Commissioner W. Edward Bailey
Commissioner Robert T. Jarboe
Commissioner John G. Lancaster
Commissioner Barbara R. Thompson
Edward V. Cox, County Administrator
Joseph R. Densford, County Attorney
Charles Wade, Director of Finance
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)11

Topic: Property Disposition - St. Mary's Press

Time Held: 1:12 p.m. - 1:35 p.m.

Action Taken: Mr. Densford and Mr. Wade presented confidential information relative to the disposition of the St. Mary's Press Property.

Litigation

Present: Commissioner Carl M. Loffler, Jr., President
Commissioner W. Edward Bailey
Commissioner Robert T. Jarboe
Commissioner John G. Lancaster
Commissioner Barbara R. Thompson
Edward V. Cox, County Administrator
Joe Densford, County Attorney
Bill Chen, Special Attorney, LGIT
Dave Seeman, Chair, Airport Commission
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)8

Topic: Litigation - The Skydiving Center

Time Held: 2:40 a.m. - 3:15 p.m.

(County Administrator Cox left the session at 2:55 p.m. and Commissioner Bailey left at 3:00 p.m.)

Action Taken: Mr. Densford and Mr. Chen brought the Commissioners up to date relative to the Skydiving legal matter.

CRIMINAL JUSTICE MEETING

The Commissioners attended the Criminal Justice meeting held at the Carter State Office Building Public Meeting Room.

ADJOURNMENT

The meeting adjourned at 1:00 p.m.

Minutes Approved by Board of
County Commissioners on 9/7/93

Judith A. Spalding
Recording Secretary