

ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
APRIL 19, 1994

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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

(Commissioners Jarboe and Lancaster were not present at the beginning of the meeting.)

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Thompson moved, seconded by Commissioner Bailey, to approve the minutes of the Commissioners' meeting of Tuesday, April 12, 1994. 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.

FREEDOM FEST 1994

Present: Judy Pedersen, Public Information Specialist
Phil Rollins, Director, Recreation and Parks

The referenced individuals appeared before the Commissioners to present the plans for Freedom Fest '94, cosponsored by Recreation and Parks, to be held July 4 at the County Fairgrounds. Entertainment will begin at 4 p.m. and fireworks around 9 p.m. Included in the presentation was a proposed budget setting forth expenditures and revenues at \$14,200.

After discussion Commissioner Thompson moved, seconded by Commissioner Bailey, to guarantee the \$14,200 revenue for Freedom Fest '94. Motion carried.

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) **Budget Hearings**

Relative to the April 19 and 26 FY '95 budget public hearings, the County Administrator inquired whether the Commissioners would like to make comments, and if so, at what point in the hearing.

The Commissioners indicated that they would make comments before the budget presentation.

2) **Van Tour Itinerary**

Relative to the Van Tour scheduled later in the meeting, the County Administrator presented a proposed itinerary of sites to be visited .

The Commissioners gave their concurrence.

3) **Great Mills Road Advisory Committee**

Relative to the Great Mills Road construction project, the County Administrator presented correspondence addressed to the State Highway Administration forwarding the following names to serve on the Great Mills Road Advisory Committee: Louie Aldridge, Sr., Ron Armsworthy, Brad Clements, Gary Dobson, George Erichsen, and John Moulds.

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

4) **Appointments
Boards, Committees, Commissions**

Commissioner Bailey moved, seconded by Commissioner Thompson, and motion carried, to make the following appointments with terms as indicated:

<u>Board for the Community College at St. Mary's</u>	<u>Terms To Expire</u>
Charlotte Young - REAPPOINTMENT	06/30/99
<u>Council on Children and Youth</u>	
Alice Willingham	12/31/97
<u>Economic Development Commission</u>	
Cheryl M. Ahearn	06/30/97
John Roberts	06/30/97
<u>Human Relations Commission</u>	
David W. Densford - REAPPOINTMENT	06/30/98
Carleta Cyrus Parmes - REAPPOINTMENT	06/30/98
Laraine Tyska - REAPPOINTMENT	06/30/98
<u>Lexington Park Planning Task Force</u>	
G. Thomas Daugherty	NO TERM
Alonzo Gaskin	NO TERM
Valentino L. Johnson, Sr.	NO TERM
<u>Mental Health Authority Board</u>	
Susan Joyce	06/30/97
<u>Metropolitan Commission</u>	
Joseph I. Russell - REAPPOINTMENT	06/30/97
<u>St. Clement's Island Potomac River Museum Board</u>	
Kent E. Holmes	12/31/94/98

5) **Response Letter
Potomac River Fisheries Commission**

Relative to correspondence dated March 29 from Captain Tom Drury and Captain Greg Madjeski, the County Administrator presented return correspondence advising that Mr. Robert Bowes' name has been submitted to Governor Schaefer recommending his appointment to the Potomac River Fisheries Commission. In addition County Administrator Cox presented correspondence addressed to Governor Schaefer recommending the appointment of Mr. Bowes.

The Commissioners agreed to sign and forward both letters as presented.

6) **Personnel**

The County Administrator presented the following personnel items for the Commissioners' review and consideration:

State's Attorney's Office

Memorandum dated April 19 from the Personnel Officer requesting that Assistant State's Attorney James L. Tanavage to be changed from Grade 23 to Grade 24 because of changes in his duties and responsibilities.

Sheriff's Office

Memorandum dated April 19, 1994 from the Personnel Officer requesting authorization to fill the following temporary positions (1 Security Systems Operator and 3 Civil Process Servers within the Sheriff's Office) at Grade 13.

After discussion Commissioner Bailey moved, seconded by Commissioner Thompson, to approve the personnel requests as presented. Motion carried.

7) **Grants**

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

Office on Aging
Retire Senior Volunteer Program

Revised Notification of Grant Award which includes a \$90 for attendance at the RSVP Conference (Total approved budget - \$54,478)

Commissioner Thompson moved, seconded by Commissioner Bailey, to approve and authorize Commissioner Loffler to sign the Revised Notification of Grant Award as presented. Motion carried.

Circuit Court
Cooperative Reimbursement Agreement

Because of a miscalculation of the Program Budget Summary the Cooperative Reimbursement Agreement with the Child Support Enforcement Administration has been amended to include \$2400 for equipment and \$500 for office supplies.

Commissioner Bailey moved, seconded by Commissioner Thompson, to approve and authorize commissioner Loffler to sign the Amended Cooperative Reimbursement Agreement as presented. Motion carried.

Marcey Halfway House
Fiscal Year 1995 Budget Request

Requesting \$181,327 from the Department of Health and Mental Hygiene (total budget is in the amount of \$225,327, with the balance to be received from client fees and fund raising).

Commissioner Loffler requested that the loan from the County should be included in the budget request; therefore, County Administrator Cox will revise the document and return for action by the Commissioners.

8) **Response Letter
Transfer Station Fees**

The County Administrator presented correspondence dated April 8 from Mr. E. A. Posner relative to the proposed transfer station fees. The return letter explains that the proposal was presented to recover costs associated with the trash disposed at the transfer stations, which is later placed in the landfill, and not the recyclable materials. The proposed fee should exclude the recycling activities at the transfer stations.

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

7) **Easement Agreement
Checkers Drive In Restaurant**

The County Administrator presented an Easement Agreement among the Board of County Commissioners, Southern Maryland Electric Cooperative, Inc. and Maryland Manor Mobile Home Partnership granting an easement for the installation of a sewer line, storm sewer pipe, and an entrance for the Checkers Drive In Restaurant off of Md. Rte. 235 north of Town Creek Road.

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

8) **Technical Center House Project**

The County Administrator advised that Mr. Stephen Olczak, Principal, St. Mary's Technical Center, has requested a waiver of the building permit fee for the Tech Center's house project on Lot #31 of Wilderness Run Subdivision. In that the request is in accordance with Resolution No. 75-53, County Administrator Cox presented return correspondence to Mr. Olczak approving the request.

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

9) **Response Letter
Regional Solid Waste Task Force**

In response to April 1 correspondence from the Regional Solid Waste Management Task Force, the County Administrator presented a letter for the Commissioners' approval and signatures relative to various solid waste issues.

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

10) **Resolution
Road Name Change (Redmond Route to Deer Wood Park Drive)**

As a follow up to the March 29 public hearing and subsequent discussion, the County Administrator presented a Resolution renaming Redmond Road (from Md. Rte. 5 to the new 90 degree intersection of the old portion of Redmond Road) to Deer Wood Park Drive.

The Commissioners indicated they would defer a decision on the Resolution until after a visit to the site during their van tour later in the meeting.

PROCLAMATIONS

The Board of Commissioners presented the following Proclamations:

Girl Scout Leaders' Day

Designating April 22, 1994 as Girl Scout Leaders' Day.

Big Brothers/Big Sisters Week

Designating the week of April 17-23 as Big Brothers/Big Sisters Appreciation Week.

National Crime Victims' Rights Week

Designating the week of April 24-30 as National Crime Victims' Rights Week.

St. Mary's D.A.R.E. Day

Present: Sheriff Wayne Pettit
Lt. Phil Cooper

Designating April 21, 1994 as D.A.R.E. Day in St. Mary's County

Volunteer Week

Present: Representatives of St. Mary's Nursing Center

Designating the week of April 18-23, 1994 as Volunteer Week

ALLIANCE FOR ALCOHOL DRUG ABUSE PREVENTION

Present: Joe Dick, Director, Alliance

The referenced individuals appeared before the Commissioners to present the following grant documents for the Commissioners consideration:

Summer of Safety - Learn and Serve Grant

Affirmation documents for the referenced grant application, previously approved by the Board of County Commissioners.

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

National Service AmeriCorps

Grant application in the amount of \$50,170 to AmeriCorps (total project: \$66,894) to provide assistance to socio-economically disadvantaged and low-income housing residents in the area of safety and crime prevention.

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

VAN TOUR

At this time the Commissioners left to take a tour of the following sites in the County: Drill Hall, St. Mary's Press Building, St. Mary's County Airport, Regional Park (Hall of Fame, Activity Center), and Redmond Road.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT ANNUAL REPORTS

Present: Aleck Loker, Director

1) Agriculture/Seafood Commission

Also Present: Donna Sasscer, Agriculture/Seafood Specialist
John Mattingly, Chair
Bonnie Walsh, Member

The referenced individuals appeared before the Commissioners to present the 1993 Annual Report of the Agriculture/Seafood Commission. Mrs. Sasscer reviewed the significant activities of the past year, which included: development of a Seafood Directory; Holiday Shopping on the Farm brochure; participation in the National Oyster Cook-off; establishment of a Commodity Marketing Club; and establishment of a local Farmers' Market. Problems and challenges included: completion of the Agriculture Land Preservation Certification Application (which had been returned by the State for additional information); loss of the Agriculture Program at Chopticon High School; and selection of alternative agriculture crops. Plans for the current year include: completion of the Agriculture Land Preservation Program; expansion of the Vocational Agriculture Program at the Tech Center; and promotion of agriculture/seafood products.

A copy of the report is on file in the Commissioners' Office.

2) Community Development Block Grant Advisory Committee

Also Present: Nancy Hutson, DECD

The referenced individuals appeared before the Commissioners to present the 1993 Annual Report for the Community Development Block Grant Advisory Committee. Mr. Loker explained the Committee's purpose, membership composition, and activities, which included a public hearing for state funding for the revitalization of the old Lexington Park shopping center. Notification of grant award in the amount of \$728,000 was received in February 1994.

A copy of the report is on file in the Commissioners' Office.

3) Community Development Corporation

Also Present: Nancy Hutson, DECD

The referenced individuals appeared before the Commissioners to present the 1993 Annual Report of the Community Development Corporation. Mr. Loker reviewed the significant activities of the committee which included: servicing of first mortgages and escrow accounts relative to the Tubman Douglass Public Housing Homeownership Demonstration Project (11 of 49 homeowners have paid off their first mortgages); processing loans (4) under the Special Loans Program; accepting applications (14) for the CDBG sewer connection project in the areas of Tall Timbers, St. George Island and Airedele Road; and closing out of CDBG agreements for two child day care facilities. Plans for the current year include seeking new funding sources for community improvements and overseeing the CDBG for the Tulagi Town Center redevelopment and improvement plan.

A copy of the report is on file in the Commissioners' Office.

4) **Housing Authority**

Also Present: G. Thomas Daugherty, Chair

The referenced individuals appeared before the Commissioners to present the 1993 Annual Report of the Housing Authority. The report included the group's purpose, membership, and significant activities, which included: continuing the public housing homeownership demonstration program; establishing a Tubman Douglass Estates Child Day Care Center and Training Institute; and providing rental assistance payments. Problems and challenges include facing the challenge of administering a number of programs with increasingly limited resources. Plans for the current year include working toward completing the Tubman Douglass public housing modernization; and seeking funding sources for affordable housing programs.

In conclusion Mr. Daugherty advised the Commissioners that he will be completing his two terms in June and expressed appreciation to the Board for allowing him to serve.

A copy of the report is on file in the Commissioners' Office.

(Commissioner Jarboe entered the meeting - 2:10 p.m.)

5) **Economic Development Commission**

Also Present: Joe Gough, Chair
Kennedy Abell, Member
F. Elliott Burch, Jr., "
Frances Eagan, "
Sue Wilkinson, Economic Development Specialist

The referenced individuals appeared before the Commissioners to present the 1993 Annual Report of the Economic Development Commission. Mr. Gough reviewed the significant activities of the past year which included: working with EDC on the county's sign regulations; supporting Naval Air Station expansion activities; participating in review of the permit process; and developing a Fast Track program. Problems and challenges include concerns relative to the county's dependence on defense and defense-related industries. Plans for the coming year include: improving marketing of St. Mary's County for business development; developing a Master Plan for business development; encouraging user friendly government; and reviewing membership issues (tracking term limitations and lobbying against financial disclosure).

A copy of the report is on file in the Commissioners' Office.

**DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT
COMMUNITY DEVELOPMENT BLOCK GRANT - TULAGI CENTER**

Present: Aleck Loker, Director, DECD

Mr. Loker appeared before the Commissioners to present the referenced Community Development Block Grant Agreements (2) relative to the Tulagi Town Center Project as follows:

In the amount of \$228,000 from the Maryland Department of Housing and Community Development to be used for revitalization of Tulagi Place and installation of improvements including off-street parking, lighting, landscaping, and signage.

In the amount of \$500,000 from Maryland Department of Economic & Employment Development to be used for real property acquisition, demolition, clearance, and business relocation.

Mr. Loker pointed out that the county's contribution to the project is approximately \$279,000 (\$50,000 toward development plan; \$79,000 toward demolition of Felix Johnson Center; \$50,000 in-kind support; and \$150,000 toward parking areas and landscaping).

After discussion Commissioner Bailey moved, seconded by Commissioner Thompson, to authorize Commissioner Loffler to sign the two grant agreements and related documents as presented. Motion carried.

(Commissioner Lancaster entered the meeting - 3 p.m.)

DEPARTMENT OF RECREATION AND PARKS

Present: Phil Rollins, Director
John P. Harden, Chair, R & P Board
Hal Bishop, Member, "
Jane Sypher, "

1) Mallow Bay Grant Application

Mr. Rollins presented a Grant Agreement between St. Mary's County and the Maryland Historical Trust to implement the Mallow Bay project, which involves historical and ecological study of the sinking of approximately forty wooden ships in the Potomac River near Nanjemoy after World War I. The St. Clements Museum, the sponsoring agency of the project, will display the information and artifacts at the museum. The total grant is in the amount of \$16,682; the Friends of the Museum will be contributing \$2,000 toward the publication costs; and no county funds are involved

Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve and authorize Commissioner Loffler to sign the Grant Application as presented.

2) Softball Hall of Fame

Mr. Rollins advised that an additional \$55,000 is needed in order to provide a full-service concession area at the Softball Hall of Fame facility. The original plan had been to provide prepackaged snacks; however, the Recreation and Parks Board has recommended changing to a full-service operation (hamburgers, hot dogs, french fries) in order to better meet the needs of the users and to generate revenue. Mr. Rollins indicated that the change would result in enlarging the concession stand and providing griddle, fryers, stainless steel hood, exhaust system, and fire suppression system.

Source of funds for the \$55,000 include: \$15,000 from the Activity Center; \$30,000 from the '94 Regional Parks Improvements; and \$10,000 from Recreation Enterprise Fund, and Mr. Rollins indicated that the Commissioners' approval was needed for a Budget Amendment.

The Commissioners expressed the following concerns relative to the request: the costs of the requested equipment; funding sources (whether the \$10,000 from the Enterprise Fund would be better spent for the camp scholarships previously requested by R&P); and the fact that there were many other capital projects that have a higher priority. Commissioner Loffler also indicated that the Hall of Fame project had been before the board too many times for additional funding.

After discussion the Commissioners directed Mr. Rollins to revise the plans for the concession by looking at the minimum requirements for the concession area.

3) Fiscal Year 1995 Budget (Reconsideration Request)

Mr. Rollins distributed a memorandum dated April 14 listing the following requests for Recreation and Parks that had not been included in the Recommended Fiscal Year 1995 Budget:

- o Recreation Facility Manager (\$50,883 - salary and benefits)
- o "New Horizons" Special Population Camp (\$9,000)
- o Program Scholarship Fund for low-income families (\$5,000)
- o Park Maintenance Supplies and Materials - Resurfacing of eight tennis courts and one basketball court (\$6,500)
- o Replacement of three computers (\$5,000)

Relative to the Special Population Camp, Cheryl Blazer and Terri Lefebore, spoke in support of the camp and the importance of it to disabled children and to their parents.

After discussion the Commissioners agreed to consider the requests during deliberations of the final Fiscal Year 1995 Budget.

911 ADDRESSING SYSTEM TASK FORCE

Present: Paul Wible, Director, Emergency Management Agency
Lt. Phil Cooper, Chair, Road Naming Committee, Addressing Task Force
Debbie Settle, Addressing Technician, DPZ
Members of the Task Force

The referenced individuals appeared before the Commissioners to present the proposed Guidelines for Naming and Renaming Road and eight proposed road name changes. Lt. Cooper advised that the Task Force, after extensive review and recommendation by the Road Naming Subcommittee, has endorsed the guidelines and now recommends approval by the County Commissioners for incorporation into the County Road Naming and Addressing Manual. A Resolution incorporating the Guidelines into the Manual will be presented to the Commissioners at a later date.

Lt. Cooper indicated that approximately 250 to 275 roads names out of over 2,000 will be recommended to be changed because of duplication and sound-alike. He indicated that because of priority for changing, the Task Force had identified certain road names to be changed and to take to public hearing first. The bases for priority include: new development on the road that will require new addresses. establishment of a precedent in the application of the Guidelines for Naming and Renaming Roads, or because they represent a significant renaming issue. Maps and road data information (route number, current route name, current description/location, reason for change, and new description/location) were presented and reviewed for the following:

- o Maryland Route 5/Maryland Route 235
- o Maryland Route 245
- o Maryland Route 234 and Maryland Route 238
- o Maryland Route 944 (Old Md. Route 235) and Clark's Mill Road
- o Maryland Route 244, Larredore Road, McKay's Beach Road
- o Sandgates Road (Md. Route 472 and the County road)
- o Snow Hill Manor Road

Lt. Cooper requested authorization to take the referenced road name changes to public hearing. He stated that in addition to the Notice of Public Hearing in the local newspaper, flyers will be distributed county wide.

The Commissioners concurred with proceeding with the public hearing on May 31 for the referenced roads and suggested that an estimated time schedule be designated for each road name discussion. In addition the Commissioners requested that the Resolution incorporating the Guidelines be presented at next week's meeting for the Board's consideration.

EXECUTIVE SESSION

Commissioner Thompson moved, seconded by Commissioner Lancaster, to meet in Executive Session to discuss a matter of Personnel (Reclassifications), as provided in Article 24, Section 4-210(a)1. Motion carried.

Personnel (Reclassifications)

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
Charles Wade, Director of Finance
George Foster, Personnel Officer
Evelyn Wood, Personnel Assistant
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)1

Time Held: 4:50 p.m. - 5:20 p.m.

Action Taken: The Commissioners reviewed the staff's recommendations relative to classification requests and agreed to make formal decisions in public session next week.

ADJOURNMENT

The meeting adjourned at 5:20 p.m.

7:00 P. M.

**PUBLIC HEARING
FISCAL YEAR 1995 RECOMMENDED BUDGET
(EDUCATION)**

The Commissioners conducted a public hearing on the Education portion of the Fiscal Year Recommended Budget. The hearing concluded at 11:10 p.m.

**Minutes Approved by Board of
County Commissioners on 4/26/94**

Judith A. Spalding
Recording Secretary