

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

MAY 10, 1994

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
Margaret Nelson, Recording Secretary
Judy Landram, Recording Secretary

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve the minutes of the Commissioners' meeting of Tuesday, May 3, 1994. Motion carried.

FAREWELL - DICK MEYERS

The County Commissioners thanked Dick Meyers for his high standard of journalism in reporting the news relative to St. Mary's County Government, and wished him well at his new radio station in Accomack, Virginia.

APPROVAL OF BILLS

Commissioner Thompson 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) Dress-Down for Cerebral Palsy

The County Administrator presented a memorandum dated April 22, 1994 from the President of the St. Mary's County Employees' Association requesting permission for county government employees to participate in a fund drive for cerebral palsy by having a "Dress Down Day" on June 17, 1994.

Commissioner Bailey moved, seconded by Commissioner Thompson, to grant permission for Dress-Down for Cerebral Palsy as outlined in the memorandum. Motion carried.

2) FY'95 Homeless Prevention Program Grant

The County Administrator presented the FY'95 Homeless Prevention Program grant in the amount of \$9,000 that will be administered through the St. Mary's County Department of Social Services.

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

**3) Clearinghouse-MD940418-0322
Teen Environmental Education and Awareness Training Program**

The County Administrator presented Clearinghouse Project MD-940418-0322 which was applied for through Charles County Community College, Maryland Center for Environmental Training. This would allow fifteen (15) teenagers to be enrolled during eight weeks at seven Southern Maryland treatment plants that will provide extensive exposure to environmental protection careers.

The Board of County Commissioners was in full agreement for the County Administrator to sign and return the document as presented.

4) Adult Public Guardianship Review Board Bylaws

The County Administrator presented a memorandum dated May 3, 1994 from the Administrative Support Person who, on behalf of the Board, informed of state mandated modifications to positions which resulted in changes to the Board's bylaws.

Commissioner Thompson moved, seconded by Commissioner Bailey, that the Board bylaws be approved as amended. Motion carried.

**5) Sewage Sludge Permit Application
Israel Swarey and Samuel Swarey**

The County Administrator presented correspondence to be forwarded to Maryland Department of the Environment for County Commissioners' signatures stating that the Commissioners will not exercise their right to request a public information meeting/hearing in accord with Environment Article 9-234 regarding the referenced properties.

The County Commissioners requested our local Agriculture/Seafood Commission to thoroughly study the sludge issue and prepare recommendations, and also asked the Department of the Environment's cooperation with the study.

Commissioner Thompson moved, seconded by Commissioner Bailey, to forward the correspondence as presented. Motion carried. Commissioner Jarboe voted against.

6) Personnel

**a. Office of the Department of Planning & Zoning -
Code Coordinator**

The County Administrator presented a memorandum dated May 10, 1994 from the Personnel Officer requesting approval to hire a Code Coordinator in the Department of Planning and Zoning at Grade 18, Step 3, in the amount of \$27,573.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve the position as requested. Motion carried.

**b. Office of the Sheriff -
Child Support Program Assistant**

The County Administrator presented a memorandum dated May 10, 1994 from the Personnel Officer requesting approval for a grant-funded Child Support Program Assistant Grade 11 position in the Office of the Sheriff.

Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve filling the Code Coordinator position as requested. Motion carried three to two with Commissioners Bailey and Jarboe voting against.

7) **Letter of Appreciation
Business Breakfast Participants**

The County Administrator presented correspondence for Commissioners' signatures thanking the several business persons who participated in the breakfast gathering of Mechanicsville/Charlotte Hall area business leaders on April 26, 1994, regarding the county's economic stability and quality of life.

The Commissioners agreed to forward the letters as presented.

8) **Systems Reform Initiative**

The County Administrator presented correspondence regarding the Systems Reform Initiative that is mandated by SB 588 and HB 1055, and explained that a presentation will be given on May 31, 1994 at 11:00 a.m. before the Board of County Commissioners. A letter of intent will be expected from St. Mary's County.

9) **Letter of Appreciation**

The County Administrator presented a letter of appreciation for the County Commissioners' signatures thanking the R.S.V.P. Volunteers for their dedicated assistance with folding the 911 Addressing flyers.

PROCLAMATIONS

The Commissioners presented the following Proclamations:

National Nurses' Week

Designating the week of May 6 - 12, 1994 as National Nurses' Week

National Nursing Home Week

Designating the week of May 8-13, 1994 as National Nursing Home Week

DEPARTMENT OF RECREATION AND PARKS

Present: Phil Rollins, Director
Jay McGrath, Public Works Engineer & Regional Park Project Manager
Hal Bishop, Member, Recreation & Parks Board
Jane Sypher, Member, Recreation & Parks Board

1) **Wildlands Report**

The Recreation and Parks Board established a Task Force, chaired by Jane Sypher, to look at the Wildlands issue. Mr. Rollins, Mr. Bishop, and Ms. Sypher presented a report regarding the proposed wildlands designation of the St. Mary's River State Park. If so designated, the wildlands could not be developed for active recreational use, but could, however, be used for hunting, fishing, nature interpretation, hiking, etc. The Commissioners discussed negative issues generated by the report. Even though the Commissioners realize the property can only be designated as Wildlands through legislative action by the Maryland General Assembly, they were not satisfied to have all of the property designated as proposed wildlands, in order that the county could possibly add future active recreational needs.

2) **Concession Facility At Regional Park Pavilion**

As a follow-up to previous discussions, Mr. Rollins and Mr. McGrath appeared before the Commissioners to present an itemized cost breakout for the concession facility in the park pavilion. It was noted that the proposed concession facility was enlarged over the original design by two-thirds to address ADA requirements. Project Manager, Jay McGrath, closely studied the cost proposal, and will continue monitoring the project to keep the revised total amount no more than \$16,690, which is a reduction of \$718 over the previous submittal.

DEPART FOR SPECIAL OLYMPICS

At this time the Commissioners departed for Leonardtown High School to attend the Special Olympics.

**BOARD OF EDUCATION
FISCAL YEAR 1995 BUDGET**

Present: Dr. Joan Kozlovsky, Superintendent of Schools
Elaine Kramer, Director of Budget and Finance

Senior chorus members from Leonardtown High School opened the meeting with a song which was tied into the beginning of Dr. Kozlovsky's presentation of student achievement being a major Board of Education goal.

Dr. Kozlovsky was present to address concerns from the Board of County Commissioners regarding the proposed FY'95 budget. In response to Commissioner Loffler's question, Dr. Kozlovsky answered that the proposed salary increase could not be funded through the current proposed FY'95 budget. She continued that any FY'94 fund balance would not be used toward salary increases.

Through visual aid, Elaine Kramer presented charts showing current FTE salaries, categorical requests, modifications and recommended uses based on the FY'94 fund balance, and priorities.

The Commissioners thanked Dr. Kozlovsky and staff for their presentations, and agreed to make further contact on any further issues.

Commissioner Loffler left the meeting after the Board of Education presentation and did not return for the remainder of the day.

(Judy Landram took the minutes of the portion of the meeting.)

TRANSFER STATION/TIPPING FEES

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

Mr. Wade and Mr. Cox appeared before the Commissioners to present recommendations to raise the tipping fee to \$50 per ton pending a cost analysis for the new landfill and implement a vehicle sticker fee of \$42.50 per household for the transfer stations at an estimated 4,000 households to yield a total increase in revenue of \$545,000. Mr. Wade explained that revenue from a tipping fees would supplement funding for the landfills.

After some discussion the Board unanimously concurred to not include the proposed transfer station tipping fees in the FY '95 Budget.

**REFINANCING CERTIFICATES OF PARTICIPATION
STATE OFFICE BUILDING**

Present: Charles Wade, Director of Finance

Mr. Wade advised that the State has determined that in view of current interest rates in the municipal bond market, it is in the best interests to refund the 1988 Certificates of Participation for the State Office Building. The Building Authority Commission will enter into a new lease with the State with reduced rental payments to reflect the reduction of interest rates in the municipal bond market since 1988.

After discussion Commissioner Lancaster moved, seconded by Commissioner Jarboe to approve and authorize the Building Authority Commission to sign the Financing documents for the issuance of the Refunding Certificates of Participation.

**DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT
MARYLAND INDUSTRIAL COMMERCIAL REDEVELOPMENT FUNDS
LEXINGTON PARK REDEVELOPMENT DISTRICT PROJECT**

Present: Aleck Loker, Director, DECD

Mr. Loker appeared before the Commissioners to present an application for a Maryland Industrial and Commercial Redevelopment Fund (MICRF) Technical Assistance Grant for the Commissioners' review and approval. The application, in the amount of \$45,000 with a \$5,000 match from the County, will be used to take advantage of expanding markets for office, retail and industrial development created by the consolidation of Navy activities at the Patuxent River Naval Air Station.

After discussion Commissioner Bailey moved, seconded by Commissioner Lancaster to approve the endorsement of the MICRF Grant Application and to sign and forward the cover letter to the Maryland Department of Economic and Employment Development. Motion carried.

**ADULT PUBLIC GUARDIANSHIP REVIEW BOARD
ANNUAL REPORT**

Present: Gary Anderson, Secretary

Mr. Anderson appeared before the Commissioners to present the 1993 Annual Report of the Adult Public Guardian Review Board. Mr. Anderson reviewed the group's purpose and significant activities of the past year which included: reviewing three non-aged clients and eight aged clients. Plans for the current year will be to review each public guardianship case on at least two occasions.

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

**FAMILY ASSISTANCE CENTER ADVISORY BOARD
ANNUAL REPORT**

Present: Gary Anderson, Chair
Becky Stevens

The referenced individuals appeared before the Commissioners to present the 1993 Annual Report of the Family Assistance Center Advisory Board. Mr. Anderson reviewed the group's purpose and significant activities of the past year which included the Family Assistance Center, Lexington Park Family Support Center and Carver Community Project. Future plans include a session to consider short-term and long-term solutions to current challenges posed by the physical structure.

FISCAL YEAR 1995 BUDGET DISCUSSION

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

Mr. Cox and Mr. Wade appeared before the Commissioners to discuss the Fiscal Year 1995 Budget relative to Revenues and the Capital Budget. Mr. Wade requested increases in Penalties and Interest of \$75,000, Recordation Taxes of \$200,000, Gasoline/other Motor Vehicle taxes of 37,000, a decrease of \$300,000 in Sanitation and Waste Removal, and an increase of \$225,000 in Interest and Dividends. He also requested an increase of \$30,000 in Appropriation of Fund Balance from reserved funds from Marriage License Fees for Walden Sierra.

Commissioner Jarboe moved, to approve the General Fund Revenues and adjust the Recommended Budget to reflect a 8¢ property tax rate decrease and eliminate the accommodations tax. The motion died due to the lack of a second.

Discussion ensued regarding the accommodations tax.

After discussion Commissioner Jarboe moved, seconded by Commissioner Bailey to approve the General Fund Revenues reduced by \$160,000 by excluding the accommodations tax and to reflect an 9¢ property tax rate decrease and to include the reserved fund balance to be allocated to Walden/Sierra for \$30,000. Motion carried.

Mr. Wade presented the capital budget and recommended adjustments for financing of the Leonardtown High envelope, funding for implementation of the space needs study, and funding for three Marine Projects. He also recommended the deletion of planning money for Tulagi and Coral Place.

Commissioner Lancaster moved, seconded by Commissioner Bailey to approve the Capital Budget as recommended for \$17,063,138. Motion carried.

Mr. Wade provided a listing relative to Commissioners' Expenditure Commitments and recommended use of remaining fund for discussion next week.

BUDGET AMENDMENT 94-78 COUNTY MAPPING PROJECT

Mr. Wade presented a budget amendment to fund in FY '94 the County Mapping Project that had been requested by the Department of Public Works in the FY '95 Budget but not included in the FY '95 Recommended Budget.

Commissioner Jarboe moved, seconded by Commissioner Bailey to provide funding to the County Mapping Project for \$190,000. Motion carried.

EXECUTIVE SESSION

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

Personnel

Present: Commissioner W. Edward Bailey
Commissioner Robert T. Jarboe
Commissioner John G. Lancaster
Commissioner Barbara R. Thompson
Edward V. Cox, County Administrator
Charles H. Wade, Director of Finance
Margaret Nelson, Recording Secretary

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

Time Held: 4:05 p.m. - 4:30 p.m.

Action Taken: The County Administrator was directed to ask staff to be more sensitive to providing Commissioners pertinent information.

ADJOURNMENT

The meeting adjourned at 4:30 p.m.

Minutes Approved by Board of
County Commissioners on 5/17/94


Recording Secretary


Recording Secretary