

ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
JUNE 14, 1994

Page 203

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

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve the minutes of the Commissioners' meeting of Tuesday, June 7, 1994. Motion carried.

APPROVAL OF BILLS

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

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

- 1) **Ordinance No. 94-08**
Adoption of Building Code
(Superseding Ordinance No. 92-31)

As a follow up to a public hearing and subsequent discussions, the County Administrator presented referenced Ordinance No. 94-08 readopting the 1989 CABO One and Two Family Dwelling Code, the 1990 BOCA National Building Code as the Building Code of St. Mary's County. The 1993 National Electric Code, COMAR 09.20 (Maryland State Plumbing Code) are adopted as if fully set out in the Ordinance. The Ordinance also adopts special provisions as a result of comments received at the April 12 public hearing.

Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve sign the Ordinance No. 94-08, effective July 1, 1994, as presented. Motion carried.

- 2) **St. Mary's Public Schools**
Fiscal Year 1994 Grant Awards

The County Administrator presented correspondence dated June 9 from the Superintendent of Schools requesting inclusion in the Fiscal Year 1994 Budget a grant awarded in the amount of \$2,000 for the Nutrition Science Course. The return letter indicates the Commissioners' approval to include the grant award in the FY '94 budget.

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

- 3) **Charlotte Hall Water Line**
Wicomico Shores Land Acquisition

As a follow up to last week's action to advance funds for the referenced projects, the County Administrator presented the following documents for the Commissioners' consideration:

Budget Amendment No. 94-98
Public Works

To provide additional funds for the Charlotte Hall Water line (\$62,125) and for the acquisition of land for the expansion of the Wicomico Shores Wastewater Treatment Plant (\$7,753) totaling \$69,878.

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

Resolution No. 94-09
Supplement to Resolution 93-09 - Issuance of General Obligation Bonds

Supplementing Resolution 93-09 adopted on March 2, 1993 authorizing the issuance of general obligation bonds to include using proceeds of the GOB to provide advance funding for the Charlotte Hall water line and Wicomico Shores land acquisition.

Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve and sign Resolution No. 94-09 as presented. Motion carried.

4) **1993 Annual Efficiency Rating**
Director, Department of Social Services

The County Administrator advised that the 1993 Annual Efficiency Rating for the Director, Department of Social Services has been received from the Social Services Board. The rating is required to be submitted to the Board of County Commissioners, and it is recommended that the Commissioners concur with the rating as presented.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve the Efficiency Rating as presented. Motion carried.

5) **Office on Aging**
Notification of Grant Award - Retired Senior Volunteer Program

On behalf of the Office on Aging the County Administrator presented the Notification of Grant Award for the referenced RSVP Grant for Fiscal Year 1995 in the amount of \$54,388.

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

6) **Lease Agreement**
Tulagi Place Parking Lot Construction

The County Administrator presented a Lease Agreement between the Board of County Commissioners of St. Mary's County and the State Highway Administration relative to the construction of parking spaces in conjunction with the Tulagi Place Revitalization Project.

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

7) **1995 Legislative Package**
Letter of Solicitation

The County Administrator presented correspondence addressed to departments, agencies and committees soliciting proposals for the 1995 Legislative Package. The memorandum includes a proposal form and a proposed legislative package schedule. County Administrator Cox pointed

out that because this is an election year for the Commissioners and Legislators, the schedule has been amended from past years to take this into consideration.

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

8) Budget Amendments

The County Administrator presented the following budget amendments recommended for approval by the Director of Finance:

No. 94-99
Planning and Zoning

To provide funds for payment of consultant for in-service seminar on June 28 on Defining Rural and Community Character (\$1500)

No. 94-100
Planning and Zoning

To provide funding for purchase of video equipment (\$1635)

No. 94-101
Emergency Management Agency

To provide funding for purchase of remote radio system (\$15,000)

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

9) Marcey House
Requests For Proposals
Residential Treatment Services

The County Administrator presented a memorandum dated June 14 from the Director of Marcey House advising that the Marcey House Board has initiated a Request for Proposal Process for the provision of residential treatment services to federal offenders. The memorandum indicates that Marcey House is pursuing a reimbursement contract award arrangement with the U.S. District Court Probation Office. County Administrator Cox pointed out that the federal funding will help Marcey House with its budget dilemmas.

10) Cecil's Country Store
Letter Of Support

The County Administrator presented correspondence addressed to Maryland Historical Trust supporting the St. Mary's Historical Society's application for emergency funds to replace the deteriorated roof.

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

11) Lease Agreement
St. Mary's Press Building

(Commissioner Loffler did not participate in this discussion; Commissioner Thompson presided over this portion of the meeting.)

As a follow up to last week's Executive Session, the County Administrator presented a Lease Agreement between the Board of County Commissioners of St. Mary's County and JJ

Mailing, Inc. for the lease of 14,000 square feet of the St. Mary's Press Building at the St. Mary's Industrial Park in Hollywood.

Commissioner Lancaster moved, seconded by Commissioner Bailey, to approve and sign the Lease Agreement as presented. Motion carried.

SPACE NEEDS STUDY - STATUS REPORT

Present: Ford Dean, Chair, Space Needs Task Force
Judge John Hanson Briscoe
Judge Marvin Kaminetz
Evelyn Arnold, Clerk of the Court
Walter Dorsey, State's Attorney
Philip R. Cooper
James M. McKay
Dan Ichniowski, Director, Department of Public Works
Representatives of Probst-Mason, Inc., Architects (consulting firm)
George Dyson, Court Consultant

The referenced individuals appeared before the Commissioners to present the Report of the Space Needs Task Force which had been appointed to assess the office space needs of governmental agencies for which the county provides office space. Mr. Dean explained the Task Force's process beginning with review and analysis of information gathered by the consultant which consisted of assessment of current space, projections of growth population, projected staffing changes and projected space needs.

During his presentation Mr. Dean indicated that the Task Force considered six alternative plans to provide for current and future space needs, however, the report focused on the alternative recommended by the Task Force. Recommendations are as follows:

- o An addition to the Carter State Office Building to house the Circuit Court, Clerk of the Court, Register of Wills, and State's Attorney. A new building would be constructed at the Governmental Center for the Sheriff's Office. This would consolidate court-related and law enforcement functions at one location.
- o Two alternatives for utilization of the vacated court house and sheriff's department building: (1) House the Board of Education central office staff or (2) house several smaller agencies.
- o If alternative (2) is selected, a new building would need to be constructed at the Governmental Center to house the Board of Education.
- o Cost to implement the recommended projects is estimated at \$23,000,000.

In summary Mr. Dean stated that the Task Force believes that although the estimated costs of the projects are high, the inadequate space situation will become more acute in the future if not addressed in a planned manner and the decisions far sighted.

In summary the Commissioners thanked the Task Force members for all their efforts in the space needs study.

EXECUTIVE SESSIONS

Commissioner Bailey moved, seconded by Commissioner Lancaster to meet in Executive Session to discuss matters of Personnel (Circuit Court Classifications), as provided in Article 24, Section 4-210(a)1, and Litigation (FERST Landfill of St. Mary's and St. Mary's County Airport), as provided in Article 24, Section 4-210(a)8. Motion carried.

Personnel (Circuit Court Classifications)

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
Judge John Hanson Briscoe
Judge Marvin Kaminetz
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)1
Time Held: 10:30 a.m. - 10:50 a.m.

Action Taken: Judges Briscoe and Kaminetz requested the Commissioners to give reconsideration to the Circuit Court reclassification requests. The Commissioners agreed to review the information provided, consider the requests, and make a decision.

SOUTHERN MARYLAND TELECOMMUTING PROJECT

Present: Aleck Loker, Director, Economic & Community Development
Howard Norfolk, So. Md. Telecommuting Center Committee

The referenced individuals appeared before the Commissioners to present an update on the Southern Maryland Telecommuting Center project. The concept of telecommuting is to offer an alternative workplace for commuters who live in Southern Maryland, thereby reducing traffic congestion, pollution, increasing productivity and improving the worker's quality of life.

Mr. Loker advised that approximately \$3,000,000 of federal funding has been allocated for the establishment of telecommuting centers in each of the three Southern Maryland counties. Charles County Community College entered into an agreement with GSA to administer the program for Southern Maryland and Dr. John Sine is the lead person on this project. Charles County has opened the first center, consisting of 22,000 square feet, at Smallwood and is in full use with a waiting list of additional customers. Calvert County has selected a space for its center and will be operational shortly. Mr. Loker advised that the next step for St. Mary's is to locate a site, make any necessary modifications, and then procure the necessary equipment. All costs will be paid for with federal funds with operations costs of the centers after September 30, 1995 to be paid for by the customers.

In order to start the process of establishing a telecommuting center in St. Mary's, Mr. Loker recommended that the Commissioners appoint a five-member panel to set the evaluation criteria for selection of an appropriate site, including setting program goals of locating the center near support services and costs considerations. Once the criteria are established, sites for the center would be solicited through the county's competitive bid process and the proposals evaluated by the panel, who will make recommendations to the Commissioners. Mr. Loker recommended that the following be appointed to the panel: Howard Norfolk and Aleck Loker (county's representatives on the steering committee), John Sine (So. Md. telecommuting coordinator), Jim Haley (Procurement Officer), and Eric Blum (telecommunications consultant).

After discussion Commissioner Jarboe moved, seconded by Commissioner Bailey, to accept Mr. Loker's recommendations as outlined in his June 10 memorandum including the appointment of the panel as referenced . Motion carried.

HENDERSON PARK CONVERSION

Present: Phil Rollins, Director, Recreation and Parks

As a follow up to previous discussions, Mr. Rollins appeared before the Commissioners to present correspondence addressed to Department of Natural Resources, Program Open Space proposing that a 22-acre site adjacent to the St. Clement's Island Potomac River Museum in

Colton's Point be considered as the replacement for the 20-acre Henderson Park property behind Great Mills High School. The letter indicates that the County has determined that the Henderson Park property should be converted from recreational to educational use, and in order to make this conversion the County is required to replace the property with land of at least equal size and monetary and recreational value. In addition the correspondence prepared for the Commissioners' signatures included a Program Open Space Application form and Project Agreement; site location map; acquisition line maps for Henderson Park and replacement property; appraisal for Henderson Park; and appraisal for replacement property.

Commissioner Jarboe moved, seconded by Commissioner Bailey, to sign and forward the letter as presented and further to authorize Commissioner Loffler to sign the related documents. Motion carried.

**ADDENDUM TO PUBLIC WORKS AGREEMENT
AVENMAR SUBDIVISION, SECTION 2**

Present: Dan Ichniowski, Director, DPW

Mr. Ichniowski presented an Addendum to a Public Works Agreement between Avenmar Limited Partnership and Board of County Commissioners for St. Mary's County extending the deadline for completion of improvements to November 1, 1994. The Addendum is backed by a Letter of Credit with First National Bank of St. Mary's in the amount of \$67,000.

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

**EXECUTIVE SESSION
LITIGATION (FERST LANDFILL OF ST. MARY'S)**

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
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)8
Time Held: 11:40 a.m. - 11:55 a.m.

Action Taken: The County Attorney brought the Commissioners up to date relative to the referenced legal matter.

FAMILY ASSISTANCE CENTER - BUILDING STATUS REPORT

Present: Becky Stevens, Community Services Coordinator
Gary Anderson, Chair
Sam Bauman
Lorraine Fulton

The referenced individuals appeared before the Commissioners relative to short-term solutions and the concept for long-term planning regarding structural problems with the Family Assistance Center building in Lexington Park, specifically the floor separating from the walls. Mrs. Stevens advised that the building was evaluated by an engineer with Tri-County Community Action and the Department of Public Works, who have concluded that it will cost approximately \$22,000 for short-term repairs. The short-term repairs should stabilize the building for the next two to five years, which will allow time to look at long range solutions. Mrs. Stevens stated that groups through the Family Assistance Center membership have committed funding for the repairs (TCYSB's Friends of the Family will provide half of the funding and TCCAC has applied for a grant).

Relative to long-range planning, Mrs. Stevens indicated that the Committee was looking at replacing the building with a two-story structure, and that it was the consensus of the Committee that the facility remain at its current location in order to provide services to those who use them the most. The County's Housing office is investigating obtaining Block Grant funds from HUD for the project, and Tri-County Community Action will also be seeking grants.

Long-range planning issues include: planning and architectural design of the facility; temporary relocation of services during construction (possibly relocatables); and inclusion of the project in the County's Capital Budget.

In conclusion the Committee advised that it would return to the Commissioners with a more firm proposal at a later date.

COMMUNITY SERVICES COORDINATION COMMITTEE

Present: Cynthia Brown, Director, OCS
Sam Bauman
Larry Harvey

The referenced individuals appeared before the County Commissioners to present the 1993 Annual Report of the Community Services Coordination Committee. Mr. Bauman explained the group's purpose and presented a matrix showing agencies, services provided, and who is being served. The next step will be to look at the services and determine if there is duplication and overlapping, which Mr. Bauman stated in some instances is necessary. During the presentation Mr. Bauman advised that the Committee is developing a ten-year plan and that the matrix is the beginning of that process.

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

Litigation (St. Mary's County Airport)

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 Densford, County Attorney
David Funk, Piper & Marbury
William McHugh, Jr., Consultant
John Pleisse, Airport Commission
Judith A. Spalding, Recording Secretary

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

Time Held: 1:58 p.m. - 3:02 p.m.

Action Taken: The attorneys and consultants reviewed with the Commissioners the Minimum Standards and Rules and Regulations and explained litigation-related matters.

**Minutes Approved by Board of
County Commissioners on June 21, 1994**

Judith A. Spalding
Recording Secretary