

ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
DECEMBER 19, 1995

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Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Aleck Loker, County Administrator
Judith A. Spalding, Recorder

CALL TO ORDER

The meeting was called to order at 1:00 p.m.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Chesser, to approve the minutes of Tuesday, December 12, 1995. Motion carried.

APPROVAL OF BILLS

Commissioner Jarboe moved, seconded by Commissioner Eagan, to authorize Commissioner Thompson to sign the Check Register. Motion carried.

COUNTY ADMINISTRATOR ITEMS

Present: Aleck Loker, County Administrator

1) **Correspondence**

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

- To Route 235 Focus Group indicating the Commissioners' endorsement for the need to increase the capacity of Route 235 and the development of FDR Boulevard as a four-lane arterial.

Discussion ensued as to the timing of the project, the importance of the FDR Boulevard project, and whether the County should commit itself to an eight-lane highway for Route 235 until it is determined whether the FDR Boulevard project would solve the traffic problem.

- To Governor Glendening indicating the need for improvements to Route 235 and the development of FDR Boulevard.
- To Maryland Department of Natural Resources expressing concern regarding DNR's elimination of the loan program for structural shore erosion control projects and its impact on the Piney Point Recreation Area/Boating Facility.

Commissioner Eagan moved, seconded by Commissioner Jarboe, to sign and forward the letters as presented. Motion carried four to one with Commissioner Thompson voting against stating that she believed the Commissioners should have more information as to whether the FDR project would relieve the traffic problem on Route 235, and if so whether Route 235 needed to be an eight-lane highway.

2) **Response Letters**

The County Administrator presented the following response letters for the Commissioners' review and signatures:

- To St. Mary's Chamber of Commerce and to Economic Development Commission regarding the organization's comments relative to restricting development in the AICUZ area of Lexington Park.

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

- To Gerdie Meredith regarding her request to purchase for \$5,000 the property confiscated from her son.

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

- To League of Women Voters and to Barbara Chapman regarding support for Charlotte Hall Library's request for increased funding.

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

- To Rose Raley regarding the issues she raised concerning the loss of her and her neighbor's dogs.

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

3) **Boards, Committees, Commissions**

Appointments

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

Agriculture Commission

Lawrence O. Hayden
Rich Pelz - Reappointment
J. Barry Roache - Reappointment
Betty Russell - Reappointment
Donald P. Tennyson - Reappointment

Terms To Expire

12/31/98
12/31/98
12/31/98
12/31/98
12/31/98

Commission on the Environment

Thomas (Larry) Greenwell - Reappointment
Lawrence J. Pinto - Reappointment

12/31/99
12/31/99

Library Board of Trustees

Barbara L. Conrath

12/31/2000

Metropolitan Commission

Elfreda Merritt

12/31/98

Teen Center Advisory Board

Karen K. Branch
William C. Pitcher
John G. Wharton, Jr.
Mary Whetstine

12/31/96
12/31/98
12/31/99
12/31/99

Wicomico River Commission

G. Howard Burch

NO TERM

Zoning Board of Appeals

Owen T. Miller - Regular Member

12/31/99/2003

Commission for Disabled

Charles W. Ridgell - Reappointment

12/31/99

Letters of Appreciation

Commissioner Eagan moved, seconded by Commissioner Jarboe, to sign and forward letters of appreciation to those individuals who are no longer able to serve. Motion carried.

4) **Efficiency Task Force Recommendation
Vehicle Use Policy**

The County Administrator presented a memorandum dated December 8 from the Chair of the Efficiency Task Force forwarding a recommendation regarding the County's Vehicle Use Policy. The Task Force recommends limiting the use of county vehicles during off duty hours. Included with the memorandum was the Task Force Report on the issue setting forth the basis for analysis; synopsis of finding; and fiscal impact. The Task Force further recommended that if approved, that the Personnel Manual be amended to reflect this change.

Commissioner Brugman moved, seconded by Commissioner Jarboe, to accept the Efficiency Task Force's recommendation regarding the Vehicle Use Policy and further to amend the Personnel Manual accordingly. Motion carried three to two with Commissioners Thompson and Chesser voting against. Commissioner Thompson stated she voted against the motion because she wanted to hear from the managers who will be impacted.

4) **Walden/Sierra - Women's Shelter
Contract Modification**

On behalf of Walden/Sierra, the County Administrator presented the referenced Contract Modification which increases the amount of the referenced Adult VOCA Grant by \$7,350 which requires the President of the Board's signature.

Commissioner Chesser moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Contract Modification Form as presented. Motion carried.

5) **Budget Amendment No. 96-22
County Commissioners**

Also Present: Steven Welkos, Director of Finance

Mr. Welkos presented the referenced Budget Amendment which provides \$50,000 for operation of the Higher Education Facility as requested by the Chair of the Higher Education Board of Governors on November 14 and in correspondence dated October 26, 1995. He also presented a handout setting forth the background of the request and indicating that the Center anticipates deficits during the first two years of operation and expects revenues to cover costs by the end of the third year. Funding sources to provide the county funds financial support of the Center would be the DECD budget (\$35,000) and the Reserve Account (\$15,000).

After discussion Commissioner Jarboe moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Budget Amendment as presented. Motion carried.

6) **Fiscal Year 1995 Audit**

Also Present: Steve Welkos, Director of Finance

Mr. Welkos appeared before the Commissioner to present an update on the status of the Fiscal Year 1995 audit of the financial records being conducted by the firm of Reznick, Fedder & Silverman. He advised that the auditor submitted a preliminary draft of the audit report on December 14 which indicated that an outstanding item for completion of the audit was the Board of Education's fixed assets.

During discussion of the preliminary audit report, Mr. Welkos reviewed with the Commissioners the General Fund Balance condition and noted that the amount of funds available for Fiscal Year 1997 is \$3,816,695.

In conclusion he advised that the completed formal report will be presented in January.

**PUBLIC HEARING
ZONING ORDINANCE TEXT AMENDMENTS**

Present: Jon Grimm, Director, DPZ

The Commissioners conducted a public hearing to consider the following amendments to the Zoning Ordinance: (1) to delete the following from Section 61.7 - "The remedies provided for in this Ordinance are cumulative, and not exclusive, and shall be in addition to any other remedies provided by law"; and (2) add language to Section 62.1 to exempt certain construction from zoning permits as provided in the Building Code Ordinance.

The public hearing was advertised December 1 and 8, 1995 in The Enterprise.

The hearing was opened for comments from the audience. No comments received.

The public hearing was closed. The record will remain open for ten days for written comment.

**ST. MARY'S COUNTY HEALTH DEPARTMENT
SURFACE WATER STUDY PROPOSAL**

Present: Tom Russell, Director, Environmental hygiene
Margaret Martin, Army Corps of Engineers
Terry Clark, Maryland Department of Environment

The referenced individuals appeared before the Commissioners to present a proposal to conduct a Surface Water Study in St. Mary's County. Mr. Russell indicated that a Water Policy Task Force was established several years ago and had recommended that such a study be done in the County. The cost of the study for three watersheds (St. Mary's River, McIntosh Run, Church Swamp Area) is estimated at \$50,000.

Mr. Clark indicated that St. Mary's County's project was a priority item submitted to the Army Corps of Engineers.

Ms. Martin explained the Federal Section 22 Planning Assistance Program, which provides a 50-50 match with the County. Funds are in the current federal fiscal year budget for this project.

During discussion Commissioner Thompson advised that the County will be updating its Comprehensive Plan and that the issue of protecting certain lands as a result of the study could be addressed during the review.

In conclusion the Commissioners requested the referenced individuals to develop a scope of work for the Water Quality Task Force and then to reconvene the task force to identify specific watersheds to be included in the study.

HEALTH BENEFIT PACKAGE

Present: Steve Welkos, Director of Finance
George Foster, Personnel Officer
Jim Haley, Procurement Officer
Carol Gallagher, Procurement Office

The referenced individuals appeared before the Commissioners to present a proposal to bid out the county employee health benefit package and presented a bid time line for the project. Mr. Welkos indicated that staff has recommended proceeding with bidding the package because of the significant cost impact on the county budget.

Because of the complexity of preparing the bid package, Mr. Welkos stated that the time line included 45 days for awarding a consultant contract to prepare the RFP and assist in the evaluation of the bid proposals.

The bid time line is anticipated to take 320 days and would impact the Fiscal Year 1997 budget.

After discussion the Commissioners indicated concurrence for staff to begin the process for bidding the health benefit package including bidding on a consultant as recommended.

MYRTLE POINT PROPERTY

Present: Doug Durkin, County Attorney

Mr. Durkin appeared before the Commissioners to advise that the Deed for Myrtle Point property has been turned over to Resolution Trust by the U. S. Government. He advised that once RTC advertises the property in the *Federal Register*, St. Mary's County or Trust for Public Lands can submit a Letter of Intent and qualifications for the acquisition of the property for parkland.

Commissioner Eagan referred to an article in a local paper regarding the State's interest in acquiring the property for a state park in the amount of \$400,000. Mr. Rollins responded that he has been in touch with state officials and they have expressed no interest in buying the property.

HOUSING AUTHORITY ISSUES

Present: Mike McCauley, Chair

Mr. McCauley appeared before the Commissioners to discuss the County Administrator's proposal to realign the Housing Authority under the Department of Social Services and the Housing Authority Board's reaction and plan of action. He stated that in order for the Housing Authority to operate efficiently and effectively, there are three issues that need to be addressed: (1) to look at language in the realignment proposal; (2) to review the finances to determine how much funding comes from HUD, State, and County; (3) and to ask citizens familiar with the Housing Authority to meet with the group to give their reaction to the proposal. This meeting is scheduled for Thursday, December 21.

During his presentation Mr. McCauley referred to the various programs of the Housing Authority including Section 8 and community development block grants and expressed apprehension about the programs being administered through Social Services. The concerns have been presented to Mr. Loker and Mrs. Russell and they will respond at the Housing Authority's next meeting. In addition the Efficiency Task Force has been invited to the next meeting to discuss options.

Mr. McCauley stated that the Housing Authority will meet after the first of the year to discuss comments, to develop a proposal on its role with county government, and to develop recommendations for the County Commissioners.

DEPARTMENT OF PUBLIC WORKS

Present: Dan Ichniowski, Director

1) **Snow Removal Policy**

Mr. Ichniowski presented a handout setting forth snow storm costs to date which totals \$4,639 and stated that \$110,000 had been budgeted. He further reviewed the County Highways Snow and Ice Control Operational Plan and the County Government Buildings Snow and Ice Control Operational Plan.

2) **Addenda to Public Works Agreements**

Mr. Ichniowski presented the following Addenda to Public Works Agreements for the Commissioners' consideration:

Sycamore Hollow, Section 2, (Wildewood)

Extending deadline for completion of improvements to January 1, 1997; agreement backed by Letter of Credit with First National Bank of St. Mary's in the amount of \$35,000

Hickory Hills, Parcel B, Phase 3A

Extending deadline for completion of improvements to December 1, 1996; agreement is backed by Letter of Credit with First National Bank of St. Mary's in the amount of \$10,000.

Commissioner Chesser moved, seconded by Commissioner Brugman, to approve and authorize Commissioner Thompson to sign the Addenda as presented. Motion carried 4-0-1 with Commissioner Eagan abstaining because she is on the Board of Directors of First National Bank of St. Mary's.

3) **Maple Run
Acceptance of Deed
Road Resolutions**

Mr. Ichniowski presented the following documents relative to Maple Run, Section 4:

- Deed dated July 17, 1992 between Londontowne Development Corporation and County Commissioners of St. Mary's County accepting Plantation Court and Victorian Drive into the County Highway Maintenance System.
- Road Resolution No. R95-22 designating the following as Stop Streets: Victorian Drive as it intersects with Indian Bridge Road; Plantation Court as it intersects with Victorian Drive.

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

EXECUTIVE SESSIONS

Commissioner Chesser moved, seconded by Commissioner Eagan, to meet in Executive Session to discuss matters of Personnel (Emergency Management Agency; Sheriff's Department; and Consideration of Appointments to Boards, Committees, Commissions), as provided in Article 24, Section 4-210(a)1. Motion carried three to two with Commissioners Brugman and Jarboe voting against.

Personnel (Emergency Management Agency)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Aleck Loker, County Administrator
Paul Wible, Director, EMA
George Foster, Personnel Officer
Judith A. Spalding, Recorder

Authority: Article 24, Section 4-210(a)1
Time Held: 4:15 p.m. - 4:45 p.m.

Action Taken: Staff discussed a personnel matter with the Commissioners and received direction from the Board.

Personnel (Sheriff's Department)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Aleck Loker, County Administrator
George Foster, Personnel Officer
Judith A. Spalding, Recorder

Authority: Article 24, Section 4-210(a)1
Time Held: 4:45 p.m. - 5:05 p.m.

Action Taken: The Commissioners discussed a personnel issue relative to the Sheriff's Department and agreed to take action in Open Session.

Personnel (Consideration of Appointments to Boards, Committees, Commissions)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Aleck Loker, County Administrator
Judith A. Spalding, Recorder

Authority: Article 24, Section 4-210(a)1
Time Held: 5:05 p.m. - 5:30 p.m.

Action Taken: The Commissioners reviewed the current Status Sheet, made nominations, and directed staff to prepare appropriate letters of appointment for consideration at a future meeting.

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**SHERIFF'S DEPARTMENT
CAPTAIN POSITION**

Following the Executive Session, Commissioner Eagan moved, seconded by Commissioner Chesser, to set the Sheriff's Department's Captain's salary at Grade 24, Step 7, consistent with the Manual of Personnel Policies and Procedures. Motion carried.

ADJOURNMENT

The meeting adjourned at 5:32 p.m.

**Minutes Approved by Board of
County Commissioners on 1/2/96**
Judith G. Spalding
Recording Secretary