

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
APRIL 30, 1996**

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

OFFICE ON AGING - OLDER AMERICANS MONTH

The Commissioners attended the Office on Aging's "Meeting the Commissioners" Luncheon in recognition of Older American's Month.

CALL TO ORDER

The meeting was called to order at 1:35 p.m.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Chesser, to approve the minutes of Tuesday, April 23, 1996 and April 25, 1996, as corrected. Motion carried.

APPROVAL OF BILLS

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

ADDITIONS/DELETIONS TO AGENDA

Commissioner Brugman moved, seconded by Commissioner Chesser, to accept the today's meeting agenda as amended (addition of Executive Session for Litigation; letter regarding VNA CON application). Motion carried.

COUNTY ADMINISTRATOR ITEMS

Present: Aleck Loker, County Administrator

1) **Appointment - Airport Commission**

Commissioner Eagan moved, seconded by Commissioner Jarboe, to approve and sign the letter appointing Donald Wright to the Airport Commission for a term to expire June 30, 1999. Motion carried.

2) **Wage Classification Study**

Also Present: Steve Welkos, Director of Finance
 George Foster, Personnel Officer

As a follow up to the April 25 discussion regarding the Wage and Classification Study, the referenced staff appeared before the Commissioners to present additional information. Mr. Welkos distributed a handout reviewing the scope of work of the consultant (DMG), as well as the consultant's recommendations, the proposed classification structure and pay plan, and cost of implementation.

During the presentation the County Administrator recommended that the Commissioners make tentative recommendations and to hear comments from employees on this proposal as well as the benefits proposals on May 14.

After discussion the Commissioners agreed to present two options to employees for comments:

- To suspend steps and grant 2% COLA's
- To act on classifications only and wait on implementation of pay study until proposals for health insurance are received; suspend steps; and give COLA's.

Both options include the tentative decisions made on Thursday, April 25 regarding benefits.

CORRESPONDENCE TO HEALTH ADVISORY COMMITTEE VNA CERTIFICATE OF NEED APPLICATION

Present: Doug Durkin, County Attorney

As requested by the Commissioners at last week's meeting the County Attorney advised that he reviewed the St. Mary's Health Advisory Committee's report outlining the findings of fact gathered from VNA's Certificate of Need Application and the Committee's conclusion of law. He explained that although the Commissioners appointed the members of the Health Advisory Committee, the Health Resources Planning Commission designated the Committee as the local health planning agency; therefore the letter regarding VNA's CON application should be addressed to the Committee, who in turn would send the Commissioners' position to the HRPC.

After discussion Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve and sign the letter to the St. Mary's Community Health Advisory Committee authorizing the Committee to proceed with providing the Committee's recommendations regarding the VNA CON Application for Hospice Carter to the MHRPC. Motion carried.

ST. GEORGE ISLAND ALLOCATION OF EQUIVALENT DWELLING UNITS

Present: Jon Grimm, Director, DPZ
Spencer Gallatin
James Kenney, Attorney for Mr. Gallatin
Doug Durkin, County Attorney

Mr. Grimm advised that two applications have been filed for the allocation of addition equivalent dwelling units (EDU's) as follows:

Case No. 95A-0787 - Spencer Gallatin

Requesting allocation of one EDU for Parcel 128 (unimproved lot) of Tax Map 69, Ninth Election District (St. George Island. The applicant also owns Parcel 129 (improved with a dwelling unit). One EDU had been granted for Parcels 128 and 129 in accordance with provision 2(d) of the Agreement with the County Commissioners, Metropolitan Commission and the St. George Island Improvement Association, which governs access to public sewerage on St. George Island, as referenced in Resolution No. W/S92-01. Mr. Gallatin believes that he should be granted an additional EDU for Parcel 128 pursuant to provision 2(b) of the Agreement.

Case No 94-2094 - Douglas Elliott

Requesting validation of the unauthorized conversion of a detached accessory structure (garage) to an accessory apartment, which would require an allocation of one additional EDU for Parcel 130 of Tax Map 69. One EDU had been allocated pursuant to Resolution No. W/S 92-01.

Mr. Grimm pointed out that in the Gallatin case, provision 2(d) does not allow a second EDU until the combined acreage reaches six acres, and further that Mr. Gallatin has not been treated any differently than the other property owners on St. George Island. He stated there are 13 instances of contiguous properties that are so affected.

An amendment to Resolution W/S 92-01 could address the issue of contiguous lots and allow an additional 13 allocations.

With regard to Mr. Elliott Mr. Grimm noted that provision 2(a) was used to allocate a single EDU and pointed out that the zoning density of the RPD was used to control new development and that while accessory apartments would be accommodated under the zoning, it would not be under the sewer allocations.

During discussion Mr. Durkin explained the process stating that prior to formal action, comments must be received from the St. George Island Improvement Association as required by the Consent Agreement.

In conclusion the Commissioners agreed to authorize the Director of Planning and Zoning to send a letter of transmittal to St. George Island Improvement Association requesting comments prior to the Commissioners making a decision, specifically noting in the letter that the Board has not taken a position on the issue.

INFORMATION RELEASE COMPREHENSIVE PLAN AND ZONING ORDINANCE UPDATE

The Commissioners agreed to distribute an Information Release advising that St. Mary's County is in the process of reviewing and updating the Comprehensive Plan and Zoning Ordinance and announcing a series of community meetings and workshops.

INFORMATION RELEASE DIRECTOR, DEPARTMENT OF ECONOMIC DEVELOPMENT

The Commissioners agreed to distribute an Information Release announcing the appointment of Martin Fairclough to the Director of Department of Economic Development position.

WICOMICO RECREATION COMPLEX

Present: Phil Rollins, Director

1) Annual Report

Representatives of the Wicomico Recreation Complex Advisory Board presented the 1995 Annual Report which included information relative to golf participation, financial overview, accomplishments (including installation of an irrigation system, construction of a new pond, investment of golf revenue in capital equipment), overview of 1996, and future challenges and issues.

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

2) Review of Auditor's Report

Mr. Rollins reviewed comments made in the Auditor's report which included findings and recommendations regarding season passes, golf sign-in procedures, income generated, potential lost revenue, and golf manager contract. Mr. Rollins indicated that he and the Advisory Board reviewed the issues and comments are included in the report.

3) **Complimentary Play**

Mr. Rollins referred to the audit report's comments regarding complimentary play and advised that staff and the advisory board reviewed each category of complimentary plan and made recommendations regarding courtesy rounds; golf manager's employees; junior golf, high school, golf card; golf professional courtesy; other golf professionals and employees and county employees.

4) **Other Policy Issues**

Mr. Rollins reviewed other policy issues including the setting of fees; Season Passes; Preferred Tee Times; and Golf Course Employee Meal Privileges.

5) **Selling, Privatizing or Self Operating of Golf Course**

In response to the Commissioners request for input regarding selling, privatizing, or self operating the golf course, Mr. Pettit advised that staff and the Advisory Board considered advantages and disadvantages for each of the options.

In conclusion Mr. Pettit pointed out that the feasibility study regarding the Wicomico recreation complex recommended that the course be self operating. He indicated that the Advisory Board recommended that the county continue to self-operate the golf course, and that the manager and the assistant manager of the golf course be made county employees.

The Commissioners agreed to take the recommendation under advisement.

**SOUTHERN MARYLAND WOOD TREATMENT
ANNUAL REPORT**

Present: Ralph Guenther, Chair

The referenced representatives of the Southern Maryland Wood Treatment Plant appeared before the Commissioners to present the group's Annual Report for 1995. Mr. Guenther reviewed the group's purpose, activities of the past year regarding the site (including completion of the Record of Decision by EPA which recommended thermal desorption, letting of a contract by EPA to begin design work for the cleanup; startup of water treatment facility; review of water test results). Plans for the current year include continuing review of water monitoring well tests and working closely with EPA and Army Corps of Engineers.

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

**MARCEY HOUSE BOARD
ANNUAL REPORT**

Present: Sam Baldwin, Chair
Wayne Guy
Skip Stuart
Larry Harvey, Director

The referenced representatives of the Marcey House Board appeared before the Commissioners to present the group's Report for 1995. The report included an explanation of the operation and programs of Marcey House; activities of the past year (including fund raising efforts, more effective case management and services coordination); problems and challenges (inadequate state funding); plans for the current year.

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

**OFFICE ON AGING
TRANSPORTATION PROGRAM/POSITIONS**

Present: Gene Carter, Director, OOA
William Marek, Health Officer

As a follow up to previous discussions regarding the Office on Aging transportation program and positions, Mr. Carter presented a memorandum to the Board outlining proposed procedures for extending the core service route and for coordinating the Medical Assistance Transportation with the Health Department. He suggested that the Medical Assistance Transportation Coordination be a 12-month demonstration project, after which it would be evaluated as to cost savings and level of use. The Commissioners could then make a decision whether to continue the program for an additional twelve months.

Regarding the four transportation positions Mr. Carter suggested filling the positions for the twelve month demonstration program through a temporary appointment.

After discussion Commissioner Eagan moved, seconded by Commissioner Jarboe, that the Director of Office on Aging proceed with the extension of the Transportation Core Service Route and to hire the four transportation positions through temporary appointment. Motion carried.

EXECUTIVE SESSIONS

Commissioner Eagan moved, seconded by Commissioner Chesser, to meet in Executive Session to discuss a Personnel (Employment Contracts), as provided in Article 24, Section 4-210(a)1. Motion carried.

Commissioner Eagan moved, seconded by Commissioner Chesser, to meet in Executive Session to discuss matters of Litigation (Parcel of Record and FERST), as provided in Article 24, Section 4-210(a)8. Motion carried.

Personnel (Employment Contracts)

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: 6:02 p.m. to 6:35 p.m.

Action Taken: The Commissioners discussed employment contracts and gave direction to the County Administrator.

Litigation (Parcel of Record)

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
Doug Durkin, County Attorney
Jon Grimm, Director, Planning and Zoning
Judith A. Spalding, Recorder

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

Time Held: 6:40 p.m. to 7:05 p.m.

Action Taken: The County Attorney brought the Commissioners up to date relative to the referenced legal matter, made recommendations, and received direction from the Board.

(Commissioner Jarboe left the meeting at 7 p.m. to attend the Ferry Boat Proposal meeting at the Carter State Office Building.)

Litigation (FERST)

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
Doug Durkin, County Attorney
Jon Grimm, Director, DPZ
Judith A. Spalding, Recorder

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

Time Held: 7:05 p.m. to 7:45 p.m.

Action Taken: The County Attorney brought the Commissioners up to date relative to the referenced legal matter, made recommendations, and received direction from the Board.

ADJOURNMENT

The meeting adjourned at 7:45 p.m.

Minutes Approved on 5/14/96
by Board of St. Mary's County Commissioners

Judith A. Spalding
Recording Secretary