

ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
MAY 7, 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

COMMUNITY COLLEGE AT ST. MARY'S TOUR

The Commissioners attended a tour of the new Leonardtown campus of the Charles County Community College at St. Mary's.

CALL TO ORDER

The meeting was called to order at 11:40 a.m.

EXECUTIVE SESSION

Commissioner Eagan moved, seconded by Commissioner Chesser to meet in Executive Session to discuss a matter of Personnel (County Administrator position), as provided for in Article 24, Section 4-210(a)1. Motion carried.

Personnel (County Administrator/Acting County Administrator)

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: 11:45 a.m. - 12:55 p.m.

Action Taken: The Commissioners discussed the referenced position and agreed to take action in open session.

FOLLOW UP TO EXECUTIVE SESSION

Commissioner Thompson announced that Dan Ichniowski, Director, Department of Public Works, would serve as Acting County Administrator during the interim of the Commissioners going through the process to select a new County Administrator.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Chesser, to approve the minutes of April 30, 1996, as corrected. Motion carried.

APPROVAL OF BILLS

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

ADDITIONS/DELETIONS TO MEETING AGENDA

Commissioner Jarboe moved, seconded by Commissioner Chesser to add an Executive later in the day to review previous applicants for the position of County Administrator. 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.

- a. To Joseph and Nancy Glabis regarding Animal Control Program.
- b. To individuals (Geri Lynn Arnold, Carolyn Laray, Jeri Jones) regarding Kindergarten Extended Enrichment Program (KEEP)
- c. To individuals (Helen Souder, Tad E. Burch, Julia Burch, Theron Westcott Knapp, Paul and Freda Long, and Hal Bishop) regarding Wicomico Shores Golf and Recreation Complex.

Commissioner Jarboe moved, seconded by Commissioner Chesser, to sign and forward letters (a, b, and c), as presented. Motion carried.

- d. To Rob and Sheri Kissinger regarding school budget and tax rate.
- e. (1) To seven individuals (Janayth Kiger and Joseph and Mary Wood, John Langley, Ethnea C. Montgomery, Carla Tomaszewski, Michael Schwartz) who expressed support for the car ferry boat service.
(2) To Frances Anderson who expressed opposition to the car ferry boat service.

Commissioner Jarboe moved, seconded by Commissioner Eagan, to sign and forward letters (d) and (e.1 and e.2). Motion carried.

- f. To University of Maryland Sea Grant Extension Service regarding Extension Marine Science Agent position.
- g. (1) To Secretary of Department of Natural Resources regarding state's abandonment of the Derelict Boat Program
(2) To Maryland Association of Counties requesting MACo to intervene regarding Derelict Boat Program.

Commissioner Eagan moved, seconded by Commissioner Jarboe, to sign and forward letters (f) and (g.1 and g.2) . Motion carried.

2) Boards/Committees/Commissions

- a. **Appointments**
Emergency Services Committee

Commissioner Jarboe moved, seconded by Commissioner Chesser, to make the following appointments to the Emergency Services Committee: Ken Baity and Cliff Sinopoli (no terms). Motion carried.

- b. **Letters of Appreciation for service on Board**

Commissioner Eagan moved, seconded by Commissioner Jarboe, to send letters of appreciation to Rocky Woodburn and Russell Holmes for their service on the Emergency Services. Motion carried.

c. Letters of Appreciation for presentation of Annual Report

Commissioner Eagan moved, seconded by Commissioner Jarboe to sign and forward letters of appreciation to Chairs of Committees for presentation of Annual Reports. Motion carried.

3) Grant Documents

The County Administrator presented the following grant documents for the Commissioners' consideration:

Private Industry Council - Job Training Partnership Act

Also Present: Mary Podmostko, JTPA

- * Final JTPA Title II-A Disadvantaged Adult Grant (\$233,141)
- * Final JTPA Title II-C Disadvantaged Youth Grant (\$37,066)
- * Technical Assistance Grant for Service Delivery Area Directors (\$6,500)
- * Wagner-Peyser Plan for Job Service

After explanation of the referenced grants, Commissioner Chesser moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the JTPA grants. Motion carried.

(Ms. Podmostko requested the Commissioners to forward a letter to JTPA authorizing the Acting County Administrator to sign the JTPA grants.)

Chesapeake Bay Trust - Alliance for Alcohol Drug Abuse Prevention

- * Grant Approval Letter to Chesapeake Bay Trust in the amount of \$963 for Summer Camp field trip to Calvert Marine Museum.
- * Information Release

Commissioner Jarboe moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Grant Approval Letter and further to distribute the Information Release. Motion carried.

Child Care Development Block Grant Renewal

Also Present: Becky Stevens, Community Services Coordinator

- * Grant Modification Contract in the amount of \$81,458 (on behalf of the Southern Maryland Interagency Consortium for Children and Families.
- * Information Release

Commissioner Eagan moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Thompson to sign the Grant Modification Contract and further to distribute the Information Release. Motion carried.

Service Linked Housing Grant Application

Because of the time element relative to the referenced Grant, the County Administrator advised that Commissioner Thompson signed the grant application for the Service-Linked Housing Program and requested affirmation by the Board to authorize her to sign the document. He explained that the Commissioners had on April 2 approved and authorized Commissioner Thompson to sign the Letter of Intent to Participate in this Program.

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

4) Budget Amendments

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

No. 96-47 - County Attorney

Justification: To provide funding for other additional expenses for contract services (\$16,022)

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

No. 96-48 - Emergency Management Agency

Justification: To provide funding for repair utility vehicle (\$2,000)

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

5) Employment Contracts

The County Administrator presented the following Employment Contracts for the Commissioners' approval:

- * Director, Department of Economic Development (Martin Fairclough)
- * Director, Department of Recreation and Parks (Phil Rollins)
- * Director, Office of Community Services (Cynthia Brown)

Commissioner Eagan moved, seconded by Commissioner Chesser, to approve and authorize Commissioner Thompson to sign the referenced Employment Contracts. Motion carried.

EFFICIENCY TASK FORCE RECOMMENDATIONS

The County Administrator advised that the Efficiency Task Force had made two recommendations requiring Commissioners' actions: (1) realigning the Procurement Office under the County Administrator; (2) having the County Attorney report directly to the County Commissioners.

Procurement Office

After discussion Commissioner Brugman moved, seconded by Commissioner Jarboe, to not accept the Efficiency Task Force's recommendation, but that the Procurement Office continue under the Director of Finance. Motion carried.

Commissioner Eagan moved, seconded by Commissioner Chesser, to accept the Efficiency Task Force's recommendation to modify the procurement policy to reflect a \$500 ceiling on departmental level spending authority for items approved during the budget development review and approval process. Motion carried.

County Attorney

Commissioner Eagan moved, seconded by Commissioner Jarboe, to accept the Task Force's recommendation that the County Attorney report directly to the County Commissioners. Motion carried.

(The Commissioners agreed that the full Board would perform the evaluation of the County Attorney.)

PROCLAMATIONS

The Commissioners presented the following proclamations:

Life Insurance Week

Designating the Week of May 6-10, 1996 as Life Insurance Week in St. Mary's County.

Older Americans Month

Designating the Month of May as Older Americans Month in St. Mary's County.

Historic Preservation Month

Designating the Month of April as Historic Preservation Month

Mental Health Awareness Month

Designating the Month of May as Mental Health Awareness Month.

**OFFICE ON AGING
GRANT DOCUMENTS**

Present: Gene Carter, Director

Mr. Carter appeared before the Commissioners to present the following grant documents for the Commissioners' consideration:

Older American Act

Notification of Grant Award for the period October 1, 1995 through September 30, 1996, contingent upon the enactment of the FY '96 Federal Appropriation of funds. (Title IIIB - \$57,288; Title IIIC1 - \$67,078; Title IIIC2 - \$16,080; and Title IIID - \$1,923)

Commissioner Eagan moved, seconded by Commissioner Chesser, to authorize Commissioner Thompson to sign the Grant Agreement as presented. Motion carried.

Retired Senior Volunteer Program

Year Three of Three-Year Grant in the total amount of \$55,840. If Congress continues support of this Program, Mr. Carter would return next year with a new three-year grant. Reductions in current program have been covered by in-kind services.

Commissioner Jarboe moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Grant Renewal Application as presented. Motion carried.

DEPARTMENT OF PUBLIC WORKS

Present: Dan Ichniowski, Director

1) **Little Kingston Creek - Army Corps of Engineers Permit
Kingston Creek - Easement Agreements**

Mr. Ichniowski explained the following waterway improvement projects:

Little Kingston Creek

Maintenance dredging of 1200 cubic yards, construction of a timber jetty, and repairs to existing timber.

Requires Commissioners' authorization for Commissioner President to sign the Army Corps of Engineer Permit.

Kingston Creek

maintenance dredging of 600 cubic years; construction of two stone groin disposal sites, repair of timber jetty

Requires Commissioners' authorization for Commissioner Thompson to sign the following Construction and Maintenance Easement Agreements:

- Between C. Clarke and Barbara A. Raley and Board of County Commissioners of St. Mary's County
- Between Edward H. Long and Agnes G. Long and Board of County Commissioners of St. Mary's County

Commissioner Chesser moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Army Corps of Engineers Permit and Construction and Maintenance Easement Agreements as presented. Motion carried.

2) **Resurrection Manor Taxing District
Public Informational Meeting**

Mr. Ichniowski presented the handout regarding the establishment of a special taxing district for road improvements at Resurrection Manor that will be distributed at the public informational meeting scheduled for May 14 at Hollywood Elementary School.

3) **Transfer Station Hours**

Mr. Ichniowski referred to letters and petition received requesting a change to the transfer station hours. He advised that the Solid Waste Task Force considered the request and it was the consensus to leave the hours as currently provided.

Mr. Ichniowski suggested that surveys be made available at the transfer stations in order to get comments and suggestions from the public on three options.

The Commissioners agreed that DPW proceed with the survey.

4) **Recycling Update**

Also Present: George Erichsen, Deputy Director, DPW
Amy VanGoren, Recycling Coordinator
Chanda Norton, Americorps Volunteer

The referenced individuals appeared before the Commissioners to present an update on the County's recycling program. Mr. Erichsen pointed out that St. Mary's County is now at 20% + of its recycling goal. Other areas of discussion included: current activities (regional textile recycling, cardboard recycling pilot program, RFP for removal of white goods); and Americorps projects (Student Service Learning Program, Design Logo Contest, Landfill/Recycling Tours).

**AGRICULTURE LAND PRESERVATION ADVISORY BOARD
ANNUAL REPORT**

Present: Donna Sasscer, Agricultural/Seafood Specialist
William Boyd, Advisory Board
James Conrad, "
Other Board members
Mike Paone, DPZ

The referenced individuals appeared before the Commissioners to present the Agricultural Land Preservation Advisory Board's Annual Report for 1995. Discussion areas included: agriculture transfer tax and a tax credit proposal.

Other areas of discussion included:

- The Advisory Board members reiterated its request for \$100,000 which would be used as leverage for matching funds from the Maryland Agricultural Land Preservation Foundation. (This will be considered during final FY '97 budget deliberations.)
- Request for appointment of member to fill current vacancy.
- Request to participate in update of Comprehensive Plan

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

**AGRICULTURE/SEAFOOD COMMISSION
ANNUAL REPORT**

Present: Donna Sasscer, Agricultural/Seafood Specialist
John Mattingly, Chair
Richard Pelz
Donnie Tennyson
Lawrence Hayden

The referenced individuals appeared before the Commissioners to present the Agriculture/Seafood Commission's Annual Report for 1995. Areas of discussion included forestry tours, the forest conservation act, and the aquaculture industry.

The members brought to the Commissioners' attention their concerns that the Agriculture Program at the Tech Center had been canceled because there were only 12 students participating and 15 was required. The Commissioners suggested that the Advisory Board bring this issue up at the May 8 Board of Education meeting and that the Commissioners would send correspondence to the Bd/Ed in support of the program.

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

**SHERIFF'S DEPARTMENT
FISCAL YEAR 1997 BUDGET ISSUES**

Present: Sheriff Richard Voorhaar

Sheriff Voorhaar appeared before the Commissioners to address Fiscal year 1997 budgetary concerns pertaining to the Sheriff's Department pointing out the critical need for additional personnel in order to adequately meet public safety needs in the County.

Sheriff Voorhaar requested the Commissioners' reconsideration that the following positions be included in the FY '97 Budget: two deputies; two correctional officers; and three police communication operators. He further requested supplemental funding in the amount of \$4350 to support a maintenance contract for the Advanced Booking System equipment at the Detention Center.

After discussion regarding the positions and funding, the Commissioners advised that they will be conducting a budget work session on Thursday, May 16.

**PUBLIC HEARING
SEMI-ANNUAL REAL ESTATE TAX PAYMENTS**

Present: Jan Norris, County Treasurer
Steve Welkos, Director of Finance

In accordance with Senate Bill 93, the Commissioners conducted a public hearing on a service charge for the optional Semi-annual property tax payment beginning with the 1996/1997 tax year. The proposed service charge rate is 1.8%, which was calculated to cover anticipated lost interest income associated with the delay in payment of the second installment and to cover administrative expenses.

The hearing was opened for comments from the audience.

Mr. Doug Ritchie expressed support of semi-annual payments and the service charge rate.

The hearing was closed and the record will remain open for ten days.

A tape of the proceedings is on file in the Commissioners' office.

COUNTY COMMISSIONERS' TIME

Expression of Appreciation to Mr. Loker

Commissioner Eagan thanked Mr. Loker for his time and efforts during his time as County Administrator and wished him the best in the future.

Charles County Community College - Lab Fees

Commissioner Brugman advised that he had been told that the Charles County Community College will be increasing users fees at the Charles County campus for St. Mary's County residents, **but Charles County residents were not required to pay higher fees at St. Mary's County Campus.** He stated that a group of students will be forwarding a letter to the Commissioners regarding this issue.

Calvert County - Trash Haulers

Commissioner Jarboe stated that according to the Calvert County Independent Calvert County would be losing approximately \$178,000 this year because trash haulers are taking their trash to other areas. The editor of the paper recommended that the County privatize the operation.

Calvert County Newspapers - Legal Advertising

Commissioner Jarboe noted that there are three newspapers in Calvert County and that all three accept legal advertising. He stated that he recognized that St. Mary's County has a policy regarding legal advertisements, but suggested that consideration be given to the other paper in the County.

EXECUTIVE SESSION

Commissioner Chesser moved, seconded by Commissioner Eagan, to meet in Executive Session to discuss a matter of Personnel (Review of Previous Applicants for County Administrator position), as provided for in Article 24, Section 4-210(a)1. Motion carried.

Personnel

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

Authority: Article 24, Section 4-210(a)1
Time Held: 5:25 p.m. - 6:45 p.m.

Action Taken: The Commissioners reviewed previous applicants for the position of County Administrator and gave direction to the Personnel.

7:00 P.M.

**PROCLAMATION
NATIONAL REACT MONTH**

The Commissioners presented a Proclamation designating the Month of May as National REACT Month in St. Mary's County.

PUBLIC FORUM

The Commissioners conducted the regular monthly public forum accepting comments and questions from the audience.

Viki Volk - Inquired as to the procedures the Commissioners will be using to hire a new county administrator. Commissioner Thompson advised that the Commissioners are looking at the previous **list of applicants**.

Minnie Russell - Stated she learned that the state has placed a toll gate at the entrance to Point Lookout State Park (for May through September - Saturdays, Sundays and holidays). (Commissioner Chesser stated he would investigate the situation and get an answer.)

Charlotte Ashby - (1) Suggested that the Commissioners give consideration to looking at the possibility of Charter Government. (Commissioner Thompson responded that there needs to be more people in the community who express a need charter government.) (2) Expressed concern regarding the water supply in the county and inquired whether there were plans to address this issue. (Commissioner Chesser responded that the Corps of Engineers will be exploring a reservoir system for the County.)

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