

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Governmental Center
November 23, 1999**

Present: Commissioner President Julie B. Randall
Commissioner Joseph F. Anderson
Commissioner Shelby P. Guazzo
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
Mortimer L. Smedley, County Administrator
Judith A. Spalding, Recorder

WILLOWS ROAD PARK GROUNDBREAKING

The Board of County Commissioners attended the groundbreaking ceremony for the groundbreaking of Willows Road Park.

CALL TO ORDER

The meeting was called to order at 10:35 a.m.

ADDITIONS/DELETIONS TO AGENDA

Commissioner Anderson moved, seconded by Commissioner Raley, to accept the agenda as presented. Motion carried.

APPROVAL OF CHECK REGISTER

Check Register – November 23, 1999

Commissioner Mattingly moved, seconded by Commissioner Raley, to authorize Commissioner President Randall to sign the Check Register. Motion carried.

Check Register – November 30, 1999

Commissioner Mattingly moved, seconded by Commissioner Anderson, to authorize Commissioner President Randall to sign the Check Register for the week of November 30 (because there is no Commissioners' meeting). Motion carried.

APPROVAL OF MINUTES

Commissioner Anderson moved, seconded by Commissioner Mattingly, to approve the minutes of the Commissioners' meeting of Tuesday, November 16, 1999, as amended. Motion carried.

SUSTAINABLE COMMUNITY DEVELOPMENT MASTER PLAN

Present: Bill Reed, Global Environmental Options
Roger Stone, Sustainable Development Institute

Messrs. Reed and Stone advised that they had read the County's Comprehensive Plan and draft Zoning Ordinance indicated and proposed a partnership with the County to build on these documents for the development of a sustainable community development master plan. During their presentation, Mr. Stone and Mr. Reed reported that they had approached a group of grant-making foundations, two of which have requested full proposals. Grant proposal deadlines are January 1, 2000. In order to proceed with the development of the full proposal, they requested the Commissioners' support in the amount of \$10,000.

(Commissioner Guazzo entered the meeting at 11:05 a.m.)

After discussion Commissioner Anderson moved, seconded by Commissioner Mattingly, to approve the Board of County Commissioners to enter into a partnership and personal contracts in an amount not to exceed \$10,000 with Global Environmental Options and Sustainable Development Institute for the development of a proposal for submission to two foundations. Motion carried.

**PUBLIC HEARING – SUPPLEMENTAL APPROPRIATION
OFFICE ON AGING**

Present: Steve Welkos, Director of Finance
Gene Carter, Director, Office on Aging

The Commissioners conducted a public hearing to consider a supplemental appropriation of \$800,000 in State grant funds bequeathed to the State of Maryland in memory of Bruce Colton's parents, administered through the State Department of Aging to the St. Mary's Home for the Elderly III, Inc. for the purpose of providing financial assistance to non-profit organizations for the development or operation of affordable housing for the elderly and to assist individuals with low and moderate income who have housing needs.

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

COUNTY ADMINISTRATOR

Present: Mortimer L. Smedley, County Administrator

* Draft Agendas for December 7, 1999 and December 14, 1999

1. **DEPARTMENT OF RECREATION AND PARKS**
FY 2000 Waterway Improvement Fund Grant Application
(St. Inigoes Public Landing Designing and Planning - \$5,000)

Also present: Phil Rollins, Director, R&P
Bill Ball, R&P

Commissioner Mattingly moved, seconded by Commissioner Raley, to approve and authorize Commissioner Randall to sign the Grant Application. Motion carried.

2. **METROPOLITAN COMMISSION
MEMORANDUM OF UNDERSTANDING
MARYLAND GEOLOGICAL SURVEY**
(revised to include Calvert County as a signatory)

Also present: Steve King, Director, MetComm
Tom Russell, Deputy Director, "

Commissioner Mattingly moved, seconded by Commissioner Guazzo, to approve and authorize Commissioner Randall to sign the Memorandum of Understanding as presented. Motion carried.

During discussion of the referenced Memorandum of Understanding, the Commissioners inquired as to the status of the Patapsco Aquifer. Mr. King responded that Dr. Hanson of MGS has written the Governor requesting funds for the project and that MetComm is trying to move the project to the current fiscal year.

3. **MARYLAND STATE POLICE AIRPORT LEASE**

Also Present: Al Lacer, County Attorney
Jim Haley, Manager, Office of Central Services

Mr. Lacer presented the Lease Agreement between the County and the Maryland State Police providing for a five-year continuation on a sublease basis with Air Park Sales and Services, Inc. As owners of the property, the County must give its approval.

(Presented earlier in the meeting prior to Commissioner Guazzo's arrival.)

Commissioner Mattingly moved, seconded by Commissioner Raley, to approve and authorize Commissioner Randall to sign the Lease Agreement as presented. Motion carried.

**U. S. CENSUS BUREAU
CENSUS 2000 INFORMATIONAL BRIEFING**

Present: Susan Hance, U. S. Census Bureau
Debra Crafter, "
Mary Hayden, DPZ
George Forrest, Deputy County Administrator

The referenced individuals appeared before the Commissioners to provide a briefing on the Census 2000 process. Highlights of the presentation included:

- ❖ That there was a large undercount in the 1990 Census with only a 62% mail back rate;
- ❖ That an accurate count is necessary in order to be able to capitalize on federal dollars;
- ❖ That the goal for the 2000 Census is to change what happened in 1990;
- ❖ That there are hard to enumerate populations (elderly, minorities, military, college dorms, nursing homes, jails, etc.)
- ❖ That an effort is underway to make the public aware of the census;
- ❖ Approximately 300 people will be hired to do the census taking (this will require a pool of approximately 2500 to 3000 people);
- ❖ That County staff is working on getting nominates for the Complete Count Committee (representatives from Social Services, Naval Air Station, Clergy, School System, etc.); appointments to the Committee will be made by the County Commissioners.

In conclusion the Commissioners recommended that an ad regarding the Census be placed on the County's web page and requested that an update be provided in approximately four weeks.

DEBT AFFORDABILITY STUDY

Present: Sam Ketterman, H. C. Wainwright & Co., Inc. (Financial Advisor)
Steve Welkos, Director of Finance

Mr. Ketterman and Mr. Welkos appeared before the Board to present the Debt Affordability Study prepared by H. C. Wainwright & Co., Inc. The study addresses the establishment of a framework for the review of the County's debt capacity/affordability over the next five years.

Mr. Welkos reviewed the following portions of the study:

- ❖ Changes in outstanding debt status since 1985;
- ❖ The County's legal debt limitation (may not exceed 5% of the assessable basis of the County);
- ❖ Approved Capital Budgets for FY 1995-2000; and five-year CIP Program for FY 2001 - 2005;
- ❖ FY 2000 Capital Projects and Appropriations; FY 2000 CIP budget revenues;
- ❖ Annual Debt Services Costs through FY 1999 and projected through FY 2005;
- ❖ Non-Debt Local Revenues to support the CIP (impact fees, transfer tax, general fund transfers)

Mr. Ketterman reviewed the elements of the Debt Affordability Study (Statement of Purpose, approach to measuring debt affordability, Peer Group Analysis (Calvert, Charles, Cecil, Washington, and Wicomico Counties); Findings (debt position over past five years has been favorable relative to peer groups; county's debt structure includes

substantial amount of self supporting debt; tax collections lower than norm for highly rated counties); Debt Affordability Model; and Recommendations.

Recommendations included: adoption of "standards of debt affordability" as guidelines for limiting General Fund General Obligation debt issuance; Debt Affordability should be updated annually; projects to be bonded with GO debt should continue to be prioritized in the capital budget; amortization of principal should be changed from 15 years to 20 years on large bond issues; and the County should maintain an unreserved, undesignated fund balance amounting to at least 5 - 7% of General Fund revenues.

In conclusion the Commissioners requested Mr. Welkos to return at a later date regarding adoption of debt affordability standards.

TOWN VILLAGE CENTER

Present: Al Lacer, County Attorney
Jon Grimm, Director, DPZ

As a follow up to previous discussions, Mr. Lacer and Mr. Grimm appeared before the Board to continue discussion relative to a proposed Interim Study Ordinance regarding Town Village Centers, particularly the Callaway area. Mr. Lacer indicated that the Commissioners need to determine how approvals of projects would be handled during the study; whether to set projects as conditional uses until completion of the study; and the geographic area to be studied.

Areas of discussion included rights-of-way (additional land for buffer and road widening); that the Planning Commission identified Callaway as a village center that needs attention; the need for adequate access to and from Lexington Park; and stormwater management issues.

After discussion Commissioner Anderson moved, seconded by Commissioner Guazzo, that the Commissioners direct the County Attorney's Office to draft an Interim Study Ordinance for consideration at a public hearing to be scheduled at the earliest practical date; that the draft ordinance be patterned after the proposed interim study ordinance in the draft Unified Land Development Code; that the draft provide for suspension of development approvals in the defined geographic area during the study period; that the draft ordinance also provide for an interim study of not more than nine months duration from adoption in the Callaway area of St. Mary's County, a one mile radius from the intersection of Route 5 and Route 249. Motion carried four to one with Commissioner Mattingly voting against.

COUNTY COMMISSIONERS' TIME

Annual Christmas Tree Lighting in Leonardtown

Commissioner Mattingly reminded everyone of the Leonardtown Volunteer Fire Department's Annual Christmas tree lighting in the square in Leonardtown. There will be Santa Claus, sleigh and hay rides.

Appreciation to Commissioners

Commissioner Anderson expressed appreciation to the Commissioners for actions taken today on planning issues (sustainable community development and the Callaway Village Center). He advised that these actions made an important statement that as a Board, the Commissioners take their responsibility as elected leaders seriously.

Annual Amish Quilt Auction

Commissioner Guazzo announced that the Annual Quilt Auction was a success and she thanked Donna Sasscer, Agriculture and Seafood Specialist, and Jean Goodman, Tourism Coordinator in helping to promote the auction.

Willows Road Park Groundbreaking

Commissioner Raley thanked Phil Rollins, Charlene Newkirk and Delores Lacey for their efforts in making the groundbreaking for Willows Road Park a success.

Joint Work Session with Solid Waste Advisory Committee

Commissioner Raley requested that a joint work session with the Solid Waste Advisory Committee be scheduled for a future Commissioners' meeting.

Greenwell State Park

Commissioner Randall reported that she and Commissioners Anderson and Mattingly attended the groundbreaking at Greenwell State Park for the overnight facility at the park. The project will include the renovation of the Francis Knott House. She stated that this will be a wonderful asset to St. Mary's County and that all facilities will be fully accessible to people with disabilities.

EXECUTIVE SESSION

Commissioner Anderson moved, seconded by Commissioner Raley, to meet in Executive Session to discuss matters of Property Acquisition and Personnel, as provided for in Article 24, Section 4-210(a)11 and 4-210(a)1, respectively. Motion carried.

Personnel

Present: Commissioner President Julie B. Randall
Commissioner Joseph F. Anderson
Commissioner Shelby P. Guazzo
Commissioner Thomas A. Mattingly, Sr. *(left meeting at 5:55 p.m.)*
Commissioner Daniel H. Raley
Mortimer L. Smedley, County Administrator
George Forrest, Deputy County Administrator
George Erichsen, Director, DPW *(attended from 5:25 – 5:49 p.m.)*
Al Lacer, County Attorney
Judith A. Spalding, Recorder *(attended from 5:25 – 6:30 p.m.)*

Authority: Article 24, Section 4-210(a)1
Time Held: 5:25 p.m. – 5:49 p.m.
6:05 p.m. – 6:50 p.m.

Action Taken: The Commissioners discussed a number of personnel issues and gave direction to staff.

Property Acquisition

Present: Commissioner President Julie B. Randall
Commissioner Joseph F. Anderson
Commissioner Shelby P. Guazzo
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
Mortimer L. Smedley, County Administrator
George Forrest, Deputy County Administrator
Jim Stirling, Director, Capital Projects
Al Lacer, County Attorney
Judith A. Spalding, Recorder

Authority: Article 24, Section 4-210(a)11
Time Held: 5:50 p.m. – 6:05 p.m.

Action Taken: Staff reviewed a property acquisition issue and the Commissioners agreed to take action in open session.

Follow Up to Executive Session – Property Acquisition

Commissioner Anderson moved, seconded by Commissioner Guazzo, to authorize the Director of Capital Projects to proceed as discussed in Executive Session. Motion carried.

ADJOURNMENT

The meeting adjourned at 6:55 p.m.

Minutes Approved by the
Board of County Commissioners on 12/07/99

Judith A. Spalding
Judith A. Spalding, Recorder