

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
Governmental Center  
Tuesday December 5, 2000**

**Present:** Commissioner President Julie B. Randall  
Commissioner Joseph F. Anderson  
Commissioner Shelby P. Guazzo  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
Alfred A. Lacer, County Administrator  
Judith A. Spalding/Kate Mauck, Records

*(Commissioners Anderson and Guazzo were not present at the beginning of the meeting.)*

**CALL TO ORDER**

The meeting was called to order at 10:07 a.m.

**ADDITIONS/DELETIONS TO AGENDA**

Commissioner Mattingly moved, seconded by Commissioner Raley, to accept the agenda as amended (to delete Item #6—Employment Contracts) from the County Administrator list because legal review of the contracts has not been completed). Motion carried.

**APPROVAL OF CHECK REGISTER**

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

*(Commissioner Guazzo entered meeting – 10:20 a.m.)*

**APPROVAL OF MINUTES**

Commissioner Raley moved, seconded by Commissioner Guazzo, to approve the minutes of the Commissioners' meeting of Tuesday, November 21, 2000, as corrected. Motion carried.

Commissioner Mattingly moved, seconded by Commissioner Raley, to approve the minutes of the Commissioners' meeting of Tuesday, November 28, 2000, as corrected. Motion carried.

Later in the meeting, Commissioner Raley moved, seconded by Commissioner Anderson, to approve the Department of Planning and Zoning portion (Eagan Subdivision) of Commissioners' meeting minutes of Tuesday, November 28, as presented. Motion carried.

**PROCLAMATION  
NATIONAL DRUNK AND DRUGGED DRIVING PREVENTION MONTH**

The Commissioners presented a Proclamation designating the Month of December as National Drunk and Drugged Driving Awareness Prevention Month in St. Mary's County.

**COUNTY ADMINISTRATOR**

Present: Alfred A. Lacer, County Administrator

1. Draft Agendas for December 12 and December 19, 2000



2. Department of Finance  
Budget Amendment No. 2001-12  
Board of Library Trustees Operating Allocation (\$9,369)

**Commissioner Mattingly moved, seconded by Commissioner Raley, to approve Budget Amendment No. 2001-12. Motion carried.**

3. **Grant Documents**  
**Department of Public Works & Transportation**

Present: George Jarboe, Transportation Supervisor

- a) FY 2001 Rural Transit Assistance Operating Grant Agreement  
(Federal: \$74,581; State: \$68,174; Local: \$47,585)
- b) FY 2001 American with Disabilities Act (ADA) Grant Agreement  
(State: \$85,000)
- c) FY 2001 Statewide Special Transportation Assistance Program (SSTAP)  
Grant Agreement  
(State: \$99,503; Local: \$33,168)
- d) Department of Public Works & Transportation  
FY 2001 New Starts Transportation Grant Agreement  
(State: \$57,150; Local: \$19,050)

**Commissioner Mattingly moved, seconded by Commissioner Guazzo, to approve and authorize Commissioner Randall to sign the referenced Grant Agreements. Motion carried.**

4. **St. Mary's Public Schools**  
(Requests for Inclusion of Grants in the FY 2001 Budget)

Present: Kathleen Lyon, Public Schools  
Rhodessa Milham, “

- a) Collaborating for Student Improvement Grant (\$37,000)

**Commissioner Guazzo moved, seconded by Commissioner Raley, to approve and authorize Commissioner Randall to sign the letter to the Board of Education approving the inclusion of the referenced grant. Motion carried.**

- b) One Time Limited English Proficiency Grant (\$4,050)

**Commissioner Guazzo moved, seconded by Commissioner Raley, to approve and authorize Commissioner Randall to sign the letter to the Board of Education approving the inclusion of the referenced grant. Motion carried.**

- c) Maryland Model for School Readiness (\$34,535)

**Commissioner Raley moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner Randall to sign the letter to Board of Education approving inclusion of the referenced grant. Motion carried.**

5. **Department of Recreation and Parks**

Memorandum of Agreement between the Local Management Board (LMB) and the County (Recreation and Parks) for funding of the Teen Center After School program.

Present: Art Shepherd, Recreation and Parks  
Tyrone Harris, “  
Julia Bates, Local Management Board

**Commissioner Raley moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner Randall to sign Memorandum of Agreement. Motion carried.**



6. **Boards and Committees**  
Letters of Appointment

**Commissioner Mattingly moved, seconded by Commissioner Raley, and motion carried to make the following appointments:**

<u>Agriculture, Seafood, and Forestry Commission</u>	<u>Terms To Expire</u>
John Houser – Reappointment	12/31/2003
Peter Van Ryswick - Reappointment	12/31/2003
<u>Community Health Advisory Committee</u>	
Tom Russell - Reappointment	12/31/2003
Sheriff Richard Voorhaar - Reappointment	12/31/2003
<u>Economic Development Commission</u>	
John A. Taylor	6/30/2003
<u>Marcey House Board</u>	
Tyrone Harris – Reappointment	12/31/2003
<u>Tri-County Youth Services Bureau</u>	
Tyrone Harris	12/31/2002

*Kate Mauck recorded the following portion of the minutes:*

**DRAFT ANIMAL CONTROL REGULATIONS REVIEW**

Present: George Forrest, Deputy County Administrator  
Paul Wible, Director, Emergency Management  
Patrick Murphy, County Attorney

Mr. Forrest and Mr. Wible presented and reviewed Draft Animal Control Regulations. A draft revision to the 1993 document became necessary in order to respond to problems with animals in the community, particularly with regard to incidents that occurred in the spring of 2000. Mr. Murphy stated that that the ceiling limits on fines are determined by the State; however, the Animal Warden determines the actual amount to be fined, up to the ceiling limitations.

Commissioners directed staff to make several changes to the draft revision. Mr. Forrest and Mr. Wible were directed to look into budgetary needs for increasing staffing for Animal Control for submission in the FY 2002 budget for consideration.

**Commissioner Guazzo moved, seconded by Commissioner Mattingly, to establish a date for a public hearing on the Animal Control Regulations to occur as soon as possible. Motion carried.**

**SHERIFF'S PAY PLAN IMPLEMENTATION/STATUS REPORT**

Present: Elaine Kramer, Director, Finance Department  
Melvin McClintock, Director, Human Resources  
Captain S. M. Doolan, Sheriff's Department

Mr. McClintock and Ms. Kramer provided an update on the Sheriff's Department/ Sworn Officer Comparability Study that was recently completed. A 20-step salary schedule was recommended, which would bring the Sheriff's Department Sworn Officers into line with other St. Mary's County pay schedules. The plan would be front-loaded and would include six grades. The plan would mirror Charles, Calvert and the Maryland State Police Department's pay plans for sworn officers. An in-depth presentation on the pay plan was provided. The plan would become effective January 1, 2001, and the first paycheck for officers on the new plan would be January 12, 2001.



The Board of County Commissioners directed staff to ensure that the ability to hamper recruitment of qualified personnel by bringing in officers on a mandated grade or rate does not occur; that there be flexibility in the recruitment of qualified personnel.

Mr. McClintock reported that any appeals by officers would be heard and finalized prior to the December 19<sup>th</sup> presentation of the final implementation plan to the Commissioners.

**The Board of County Commissioners directed staff to immediately allow sworn officers to review the pay plan/schedule, so that they would have adequate time to review the schedule and file appeals if necessary. Commissioner Mattingly requested that a list of employees showing the difference between salaries from the old schedule to the new schedule be provided for review.**

## **COUNTY COMMISSIONERS' TIME**

### **Chaptico Park**

Commissioner Guazzo reported that she, along with two members of the Recreation and Parks Advisory Board, took a hike in the new Chaptico Park in the northern end of the County. Commissioner Guazzo explained the design of the tree-line and open space in the park as well as the beauty and possibilities envisioned for the future. Commissioner Raley stated that Commissioner Guazzo, Commissioner Mattingly and Mr. Lacer each deserve a lot of credit for helping to acquire this much needed park land in the northern end of the County. There is a lot of land for future park development and Commissioner Mattingly stated that it will not become a traditional small community park, but is expected to develop into a regional park and complex, which may bring activities from outside areas into St. Mary's County. The public was invited to attend a meeting on Thursday, December 7<sup>th</sup> at the Wicomico Shores Golf Clubhouse to listen to ideas from planning consultants, as well as to provide citizen input on development of the park.

### **125<sup>th</sup> Anniversary of Reeves Insurance Agency**

Commissioner Raley reported that he recently attended the 125<sup>th</sup> Anniversary Celebration of the Reeves Insurance Agency. Mr. Brad Reeves has been active in providing insurance services to the County, and has also served for years on the Hospital Board.

### **Happy Birthday to Mr. Raley**

Commissioner Raley, along with the other Commissioners, wished a very Happy Birthday to his father.

### **Ridge Firehouse Tree Lighting Ceremony**

Commissioner Mattingly attended the Tree Lighting Ceremony at the Ridge Firehouse recently. He reported that it was a super community event.

### **Navy Band**

Commissioner Mattingly stated that he attended a fine performance of the Navy Band recently at Great Mills High School. He encouraged the Women's Center to continue scheduling these types of events in St. Mary's County.

### **Commissioners to Adopt a Family for Christmas**

Commissioner Randall invited Cynthia Brown, Director, Office of Community Services, to report on the "Adopt-a-Family" program that is conducted each Christmas season. Ms. Brown reported that approximately 500 family requests had been received since October, and sponsors have been found for these families, with the exception of 80 families. An outstanding response has been received by the Naval Base, schools, organizations and the community. The Commissioners agreed to once again this year sponsor a family.



*(Commissioner Anderson arrived and was present for the remaining portion of the meeting:)*

### **Thornton Commission**

Commissioner Anderson reported that he attended a meeting of the Thornton Commission yesterday. The Commission passed the recommended actions to the legislature that were discussed at last week's Board of County Commissioners' meeting. In terms of the full-day kindergarten, Commissioner Anderson clarified that while full-day kindergarten will not be mandated, funding will be available and is being recommended for voluntary programs. He believes St. Mary's County may be able to take advantage of that funding. Codified legislative language will be developed to extend the sunset provision, and uncodified language will be developed to include the funding recommendations of the Commission.

### **Sub-Committee Meeting for the Governor's Workforce Investment Board**

Commissioner Anderson reported that he attended a technical committee meeting this morning for the Governor's Workforce Investment Board. This technical committee is making recommendations regarding information technology, workforce and issues pertaining to that. The committee has been concentrating on women, minorities, the disabled and the senior segment of our workforce. They are developing recommendations both to employers and to educators as to how to better prepare and enlighten everyone as to the availability of this large group in the workforce, and also encouraging employers to utilize, and how to utilize, these important segment of the workforce. On April 25<sup>th</sup>, 2001, the Governor's Workforce Investment Board will be holding their meeting in Southern Maryland. This County will be the first of the regions to host this Board in one of their regularly scheduled meetings. Details on the meeting time and place are still being worked out.

During the Thornton Commission's public hearings, it was difficult to get a public hearing for Southern Maryland. In like fashion, a report on adequacy was being prepared, and the study had been broken up into different areas in the State. Southern Maryland was then rolled into the National Capital area. Commissioner Anderson voiced his opinion on this, and with help from Delegate Pete Rollins, legislative services determined that they would bring Southern Maryland out as a separate entity. Commissioner Anderson stated that the identity crisis for Southern Maryland needs to be worked on.

### **CREATION OF ST. MARY'S RIVER COMMISSION - PRESENTATION**

Present: John Norris, Assistant County Attorney  
Al Lacer, County Administrator

The Board of County Commissioners had previously expressed concern regarding development which would result in increased erosion and pollutant loading in St. Mary's County's rivers and streams. The St. Mary's River is an important natural resource, economically and aesthetically, of St. Mary's County, and it is the only river wholly contained within the geographical limits of the County. Future development within the St. Mary's River watershed has the potential to threaten, and possibly destroy, the scenic characteristics and the health of the River. Mr. Norris reported that Staff has been considering a means for protecting the St. Mary's River from such perils. Several different approaches to be considered were presented to the Commissioners and were outlined in a memo dated November 15, 2000.

Topics discussed concerning the creation of a technical committee included:

- ◆ Options available;
- ◆ Coordinating of efforts of various groups;
- ◆ Potential formulation of a second Commission to address the entire watershed issue in the County;



- ◆ Development of St. Mary's River Commission within a County Department, by County Staff or to include a group of Citizens;
- ◆ Development of a local versus a state entity – advantages of both were outlined; and
- ◆ A potential future public hearing on the issue.

The following possibilities for a charter for a citizens' task force, which would include Staff members, to make recommendations back to the Board of County Commissioners, were outlined as follows:

- ◆ Based on the goal of protection of the St. Mary's River, need for a Commission, or branch of County Government, or both, to recommend a charter or a mission for a Commission and/or branch of government;
- ◆ How the roles of the Commission/Branch/or both would relate and be integrated;
- ◆ Recommended numbers and demographics for such a Commission;
- ◆ Any funding requirements if necessary.

Further discussion took place concerning the entire watershed, and it was determined that at this point, Staff was to address the St. Mary's River specifically. Discussion ensued regarding the Commission on Environment potentially addressing the entire watershed area.

After much discussion, **Mr. Lacer stated that a proposed Resolution for an ad hoc committee would be drafted by Staff and presented to the Board of County Commissioners for review and revision as necessary.**

#### **DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION STS ACHIEVEMENT RECOGNITION**

Present: George Erichsen, Director, Department of Public Works & Transportation  
George Jarboe, Director, St. Mary's Transit System  
Jackie Fournier, Secretary, St. Mary's Transit System - STS  
John Sadler, STS Driver

Mr. Jarboe appeared before the Board of County Commissioners to announce that St. Mary's County Transit System received an award as the Best Fixed Route Public Transportation System in the State of Maryland for FY2000. Customer service has proven to be the most important element necessary to make STS a success. Ridership has quadrupled in the last three years, and demand continues to increase. Bus service is currently meeting all scheduled stops once an hour, and may try to make those same stops every ½ hour in the future. Other potential initiatives for increasing customer service were outlined. Mr. Jarboe stated that Ms. Fournier, along with staff, drivers and mechanics have all worked together to achieve this award.

In addition, Mr. Jarboe introduced Mr. Sadler, who received the award as the Best Fixed-Route Driver of the Year in the State of Maryland. Mr. Sadler has driven the Charlotte Hall route since the beginning of the bus service, and does an outstanding job of assisting customers and promoting STS service. The Board of County Commissioners commended Mr. Jarboe, Ms. Fournier and Mr. Sadler as well as all members of the St. Mary's Transit System for achieving excellence in service in St. Mary's County.

#### **ULDC TECHNICAL ADVISORY COMMITTEE PRELIMINARY REPORT**

Present: Keith Fairfax, ULDC Technical Advisory Committee Chair  
John Roberts, ULDC Technical Advisory Committee Member  
Jon Grimm, Director, Planning and Zoning

Mr. Fairfax, with several other members of the ULDC Technical Advisory Committee, presented a preliminary report to the Board of County Commissioners. The Committee has met four times and the three subcommittees have met at least twice. A memo dated December 1, 2000 outlined findings of the subcommittees and detailed work in progress. A proposed report format was submitted, and the Committee reported that they will prepare their final report on January 10, 2001 and will deliver it to the Board of



County Commissioners by January 16, 2000. The Committee and subcommittees have good dialogue, and attendance at the meetings has been excellent.

**It was determined that a work session between the ULDC Technical Advisory Committee and the Board of County Commissioners will be scheduled during the week of January 23, 2000. In addition, members of the ULDC Technical Advisory Committee were encouraged to attend a staff presentation on December 19<sup>th</sup> for those parts of the ULDC which changes may be recommended. The Commissioners requested the Committee to look more in-depth into how the code interprets into build-out and adequate public facilities.**

#### **EXECUTIVE SESSION**

**Commissioner Anderson moved, seconded by Commissioner Raley, to meet in Executive Session to discuss matters of Litigation and Personnel, as provided for in Article 24, Section 4-210(a)8 and 4-210(a)1, respectively. Motion carried.**

*The following portion of the meeting was recorded by Judith Spalding:*

#### **Litigation**

**Present:** Commissioner President Julie B. Randall  
Commissioner Joseph F. Anderson  
Commissioner Shelby P. Guazzo  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
Alfred A. Lacer, County Administrator  
Patrick Murphy, County Attorney  
Judith A. Spalding, Recorder

**Authority:** Article 24, Section 4-210(a)11

**Time Held:** 3:27 p.m. – 3:45 p.m.

**Action Taken:** Staff brought the Commissioners up to date on a matter of litigation the board gave direction to staff.

#### **Personnel**

**Present:** Commissioner President Julie B. Randall  
Commissioner Joseph F. Anderson  
Commissioner Shelby P. Guazzo  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
Delores Lacey, Assistant PIO  
Judith A. Spalding, Recorder

**Authority:** Article 24, Section 4-210(a)1

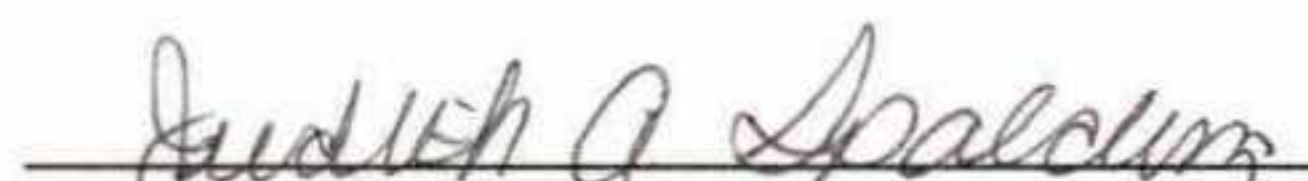
**Time Held:** 3:45 p.m. – 6:15 p.m.

**Action Taken:** The Commissioners discussed matters of personnel including consideration of appointments to Boards and Committees.

#### **ADJOURNMENT**

The meeting adjourned at 6:15 p.m.

**Minutes Approved by the  
Board of County Commissioners on 12/12/00**

  
**Judith A. Spalding, Recorder**