

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Governmental Center
Tuesday, December 3, 2002**

Present: Commissioner President Thomas F. McKay
Commissioner Kenneth R. Dement
Commissioner Lawrence D. Jarboe
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
Alfred A. Lacer, County Administrator
Donna Gebicke, Administrative Assistant to BOCC (Recorder)

CALL TO ORDER

The meeting was called to order at 9:03 a.m.

ADDITIONS/DELETIONS TO AGENDA

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to accept the agenda as presented. Motion carried.

APPROVAL OF CHECK REGISTER

Commissioner Mattingly moved, seconded by Commissioner Raley, to authorize Commissioner President McKay to sign the Check Register. Commissioner McKay abstained from this vote. Motion carried.

APPROVAL OF MINUTES

Commissioner Raley moved, seconded by Commissioner Mattingly, to approve the minutes of the Commissioners' meeting of Tuesday, November 19, 2002, as submitted. Motion carried.

PROCLAMATION: NATIONAL DRUNK AND DRUGGED DRIVING PREVENTION MONTH

Present: Cynthia Brown, Director, OCS
Joseph Donnack, Prevention Coordinator, OCS
David Zylak, Sheriff, SMC
Detective Todd Fleenor, SMC Sheriff's Office

December is National Drunk and Drugged Driving Prevention Month. The December holiday season is traditionally one of the most deadly times of the year for alcohol and drug impaired driving. Organizations across the nation have joined with the National Highway Traffic Safety Administration to launch "You Drink & Drive, You Lose," an awareness and law enforcement initiative.

SENATOR ROY DYSON

Senator Dyson extended best wishes to the Board on behalf of the Legislative Delegation. The State's budget deficit will present many challenges in the months ahead; however, the Delegation is looking forward to working closely with the Board for the benefit of St. Mary's County.

COMMISSIONER ASSIGNMENTS

- **Appointment of BOCC Vice Chair**

Commissioner Mattingly moved, seconded by Commissioner Dement, to appoint Commissioner Raley as Vice Chair for the ensuing year. Thereafter, the vice chair position will rotate annually as follows: year two District 3, Commissioner Jarboe; year three District 2, Commissioner Mattingly; year four, District 1, Commissioner Dement. Motion carried.

- **Tri-County Council**

Commissioner Mattingly moved, seconded by Commissioner Dement, to appoint Commissioner Jarboe as the Executive Board representative to the Tri-County Council. Motion carried.

Commissioner Mattingly moved, seconded by Commissioner Raley, to appoint Mary Lynn Stone as a member at large of the Tri-County Council. Motion carried.

- **MACo**

Commissioner Raley moved, seconded by Commissioner Jarboe, to appoint Commissioner McKay to represent the Board at MACo and Commissioner Mattingly to act as the alternate representative for one-year terms. Motion carried.

- **Workforce Investment Board**

Commissioner Jarboe moved, seconded by Commissioner Dement, to appoint Commissioner Mattingly to the Workforce Investment Board. Motion carried.

- **Nursing Center Board**

Commissioner Raley moved, seconded by Commissioner Dement, to appoint Commissioner Mattingly to the Nursing Center Board. Motion carried.

- **Appointments to Boards and Commissions**

An Executive Session is scheduled for December 17 to review applications for open positions on Boards and Commissions. *The Public Information Office was directed to forward the names of all the applicants to each Commissioner. Board members were asked to be prepared to make recommendations on December 17. Commissioner Raley asked that the Board consider as first priority naming an appointee for the Library Board of Trustees.*

COUNTY ADMINISTRATOR

Present: Alfred A. Lacer, County Administrator

1. Draft Agendas: December 10 and 17, 2002
2. Grant Agreements
 - a. Facilities Management (*Richard Rohrbaugh*)
To approve and sign Notice to Right of Recovery re grant from Dept. of Juvenile Justice to assist with renovation of Tri County Youth Services Bureau Facility in Charlotte Hall

Commissioner Raley moved, seconded by Commissioner Jarboe, to authorize Commissioner McKay to sign the Right of Recovery Notice. Motion carried.

- b. Emergency Management Agency (*Paul Wible, Director, EMA; Stanley Williams, Deputy Director, EMA*)
To approve and sign the MOU with MEMA for the purchase of detection and decontamination equipment and sign budget amendment to transfer funds to make initial purchase of equipment (\$32,157)

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to authorize Commissioner McKay to sign the MOU and budget amendment. Motion carried.

3. Department of Economic and Community Development (*Dennis Nicholson, Housing with Marsha Reynolds, RBC Mortgage Company, and Jan Barnes, Century 21 Realtors*)
To approve and sign letter to HUD requesting that the FHA mortgage limit be raised for SMC.

Commissioner Dement moved, seconded by Commissioner Mattingly, to sign the letter to increase FHA/HUD mortgage limits for SMC to \$223,351. Motion carried.

4. Dept. of Public Works (*George Erichsen*)
a. To approve and sign Public Works Agreement for Newton Manor, Phase 2, located in the 6th Election District, with an expiration date of December 1, 2004. A bond in the amount of \$233,200 has been provided by the Developers Surety and Indemnity Company.

Commissioner Jarboe moved, seconded by Commissioner Mattingly, to authorize Commissioner McKay to sign the PWA. Motion carried.

- b. To approve and sign Deed and Resolutions accepting Richfield Court located in the Richneck Subdivision, Section 2, 6th Election District, into the County's Highway Maintenance System. Also attached are resolutions establishing stop sign(s) and 25 mph speed limit.

Commissioner Jarboe moved, seconded by Commissioner Dement, to sign the two Resolutions and to authorize Commissioner McKay to sign the Deed accepting Richfield Court into the County's Highway Maintenance System. Motion carried.

5. Human Resources (*Tracy Summerday, HR Specialist; Dawn Drew, Dep. Director, HR*)
To consider supporting SMC Employee Charity Campaign

Commissioner Jarboe moved, seconded by Commissioner Dement, to sign the letter addressed to county employees. Motion carried.

6. Staffing Review (*Randy Schultz, Director, HR*)
Currently, there are approximately 30 County staff vacancies that are not related to public safety.

Commissioner Jarboe moved, seconded by Commissioner Dement, to impose a general suspension on hiring effective immediately and ending on February 5, 2003. The exceptions will be public safety positions, emergency communication specialists, 911 call takers/dispatchers, law enforcement and correctional officers. Also, positions deemed necessary to be filled now - because delay in doing so would have a significant adverse impact on the services to our citizens - will be filled on a case-by-case basis. Positions requested to be filled during this suspension will be considered based on the recommendation of the department head, director of human resources, and the county administrator. Vacant positions where offers have been made or accepted will be filled unless the applicant rejects the offer. In that event, justification would be required to fill the position. Motion carried.

7. Calloway Area Plan - Scheduling Status (*Jon Grimm, John Norris*)

The application pending before the Planning Commission is for The King's Christian Academy. The Academy has a property adjoining the Callaway Village Center that they want on water and sewer service. The Planning Commission will hold a public hearing Monday, December 9, 2002, on an amendment to the water and sewer plan that will ultimately appear on the Board's agenda. The Planning Commission has directed DPZ to

make a comprehensive plan amendment to incorporate the land of the Academy into Callaway Village Center. Should the Board wish to jointly meet to expedite the review process, such a meeting could occur on February 10, 2003. MDE may take up to six months to complete their review.

Commissioner Raley moved, seconded by Commissioner Jarboe, to authorize staff to advertise a joint hearing of the Planning Commission and Board of County Commissioners on February 10, 2003, at 6:30, Room 14. Commissioner Dement abstained from this vote. Motion carried.

REVIEW OF ITEMS FOR 2003 LEGISLATIVE SESSION

Present: Al Lacer, County Administrator

The combined County Commissioners/Legislative Delegation public meeting to review and receive 2003 legislative proposals will be held December 10, 2002, in Room 14, at the Governmental Center starting at 6:30 p.m.

SOLID WASTE MANAGEMENT PROGRAM BRIEFING

Present: George Erichsen, Director, DPW&T
Richard Tarr, Manager, Solid Waste, DPW&T

A historical overview on ordinances, performance indicators, planning and funding issues for the Solid Waste Management Program was presented by Mr. Erichsen and Mr. Tarr. The approved operating budgets for FY02 and 03 are \$2,209,254 - \$2,100,084 respectively, and revenues/tipping fees expected are \$182,073 and \$200,000 respectively. Annual revenues are comprised of scrap metal, newspaper, mulch, residential fees, etc. which nets the County about \$200,000/year. Tipping fees used to cover operational costs, but when the landfill closed, the tipping fees no longer covered these costs and the County was paying for the disposal of solid waste. Operating costs currently exceed revenue. Additional funding issues included: upcoming equipment needs (tractors, trailers, and a truck at a total cost of \$270,000); operational monies needed for post-closure care will be \$50,000/year; there is a need to establish an Enterprise/Sinking fund; recycling was strongly encouraged.

COUNTY COMMISSIONERS' TIME

Commissioner Mattingly

- Congratulations to the DECD and Chamber of Commerce for their successful mini-tourism conference. It was one of the first events held in the new J. T. Dougherty Conference Center.
- There were over 5,000 attendees at Leonardtown's Christmas tree lighting ceremony. The fire departments and rescue squads were very involved and did a great job.
- The hospital is to be congratulated on the most successful gala fundraiser ever held. The Board will be getting invitations to preview the expansion project.
- Represented the Board at the retirement ceremony for Norma Dawson.

Commissioner Dement

- Thanks for the opportunity to serve St. Mary's County.

Commissioner Raley

- Thanks to the county employees in building services, public information office, and other staff for a well-planned inauguration ceremony. The school choirs did a terrific job.
- The communication system is coming on line. Radios are being installed in deputy and fire rescue vehicles and are working well. It was a significant investment on the County's part and those involved are to be congratulated.
- The mini-tourism conference was a first-class event. Thanks to everyone involved.

Commissioner Jarboe

- After a four year hiatus, it appears that the more things change, the more they remain the same. Look forward to working with this Board and helping to resolve some of the problems in St. Mary's County.

Commissioner McKay

- The outgoing Board of County Commissioners received the Buck Briscoe "Mr. St. Mary's County" award for their contributions to tourism in St. Mary's County.
- The Oath of Office committee included Mark Curtis, Karen Everett, Jennifer Fabbicante, Donna Gebicke, Delores Lacey, and Judy Spalding. Thank you all.

**RECREATION AND PARKS DEPARTMENT – GREAT MILLS POOL PROJECT
OVERVIEW AND BUDGET ESTIMATES**

Present: Phil Rollins, Director of Recreation & Parks
Arthur Shepherd, Recreation Division Manager
Richard Rohrbaugh, Director of Facilities Management
Kathryn Burruss, Member, Rec & Parks Board

The County's first public swimming pool is planned to be built on property adjacent to Great Mills High School with private funding. It will be a six lane, 25 yard by 25 meter pool. As the season dictates, it will be covered with an air-supported bubble to allow year-round use. A toddler pool will be open during the summer. The plan is to open on Memorial Day weekend in the summer of 2003.

The projected annual operating budget for this year-round aquatic facility is \$280,853. Initially, it is expected that approximately 50% of that can be recovered from user fees – daily admission, season passes, swim lesson instruction and pool rentals for competitive swim teams, school uses and parties. If the pool opens on Memorial Day weekend 2003 for the summer season, about \$75,000 will be needed to operate through June 30, 2003 (FY 2003). That figure includes the hiring of a full-time Aquatics Program Coordinator effective March 1, 2003, and approximately \$18,000 in one-time costs for pool and safety equipment needed for start-up. It should be noted that the annual operating budget does not include the \$18,000 for equipment. That will need to be added to the annual budget as a one-time expenditure if the pool doesn't open in FY 2003.

Commissioner Mattingly moved, seconded by Commissioner Dement to adjourn the meeting and reconvene following a lunch break at the Emergency Management Agency for a tour of the Command Center.

EMERGENCY OPERATION BRIEFING AND TOUR OF COMMAND CENTER

The meeting reconvened at the Emergency Operations Center. Paul Wible, Emergency Management Director, provided the Commissioners with a tour of the Command Center and an overview of the St. Mary's County Emergency Operations Plan. The plan is specifically tailored for St. Mary's County and contains information on how citizens and property will be protected in an emergency or major disaster or disaster-threat situation and the role of the Commissioners and others in carrying out the Plan.

ADJOURNMENT

The meeting adjourned at 4:15 p.m.

Minutes Approved by the
Board of County Commissioners on 12/10/02
Donna Gebicke
Donna Gebicke, Administrative Assistant
to the Board of County Commissioners