

May 21, 1963

Present: All commissioners, Mr. W. S. Donaldson, Mr. Oliver Guyther.

Youth Fitness Program

Mr. Albert Barthelme presented a suggested program for the young people of the county, and mentioned that what the county needs is a developer, not a coordinator. Reviewed areas that could be used for recreation and possible program. Mr. Barthelme suggested using his services on a part-time basis, using half the money allocated for a youth coordinator for his salary, and half for expenses incurred in developing a program. Mr. Bowlès said the Youth Commission has shown no justification for being granted any money, as they were not doing anything toward a planned program. Mr. Barthelme suggested using the fair grounds for summer activity and that the teenagers could fix up the buildings themselves.

Mr. Guyther suggested that Mr. Bowlès advise the Youth Commission that the county commissioners were in agreement with hiring Mr. Barthelme on a part-time basis for one year and suggest that the Youth Commission do this immediately. It was suggested that a special meeting be called in order to expedite this arrangement as a regular meeting is not to be held within the next 10 days. It was mentioned that there is \$6200 in the budget for this program.

Legal Matters - Mr. Guyther

Mr. Guyther presented copies of notice to be placed in local papers notifying machine owners and operators that after the delay in selling new licenses pending the slots bill, which the governor has since vetoed, licenses should be purchased between June 1 and 15.

Also presented copies of bid notice to be placed in papers concerning pickup trucks at SRC.

These papers were approved by the commissioners and signed.

The Humane Society agreement will be amended as to 30 days notice to employees, assumption of obligation of outstanding accounts payable, and disposal of animals in a method acceptable to the society. Costs will be 37½% each for St. Mary's County and Charles County, and 25% for Calvert County.

Old Jail - Mr. Guyther had a meeting with the Historical Society May 10th, and they would prefer paying so much rent rather than sign a 99 year lease, as they would have to install a new heating system and were concerned with the maintenance of this. Would prefer a figure covering water, heat and electricity, and pay this amount each month. Mr. Guyther said these amounts were estimated on the cost of a 3 bedroom house. The society could take care of their own maintenance, telephone service and such. The commissioners agreed that \$25 per month was a reasonable rental.

The society is going to restore this building by exposing the brick on the outside of building, using wide boards in the floors, doing away with the narrow stairway, etc. They expect to receive donations from various people interested in the restoration of this building. They have also requested that the parking area be left as is so that people visiting would have some place to park their cars.

Nicolet Park

Mrs. M. Gibson requested that this park be restored to a usable condition and reported that the equipment was broken, snow fences down, cooking pits destroyed, and that cars were coming into the area at night causing a nuisance. There is about \$114 left in a fund for this project and this would pay for repairs on some things but would not be enough to purchase any new equipment. The Patrick had a verbal agreement with previous commissioners to keep this park clean and the grass mowed, for \$400 per year and Mrs. Gibson wanted to know if this was agreeable with the present commissioners. Mr. Guyther suggested that the Lexington Park Committee be contacted about this matter. Letters will be sent to the committee requesting them to meet and discuss this project and advise the commissioners as to what decisions are made.

Knotty Pine Property Tax

Mr. W. S. Donaldson informed the commissioners that the personal property tax had not been paid when this business was foreclosed. Mr. Leonard S. Rebarchick is going to reopen this place and was told he would have to pay the personal property tax due, as there was only enough money to pay the estate costs under the foreclosure. Mr. Rebarchick said he will pay the tax under protest, but Mr. Donaldson said he did not think this man should have to pay it as there was no equipment there now and all new equipment would have to be purchased. The commissioners are the only ones who can grant insolvency in this matter. Mr. Donaldson said he had asked the Liquor Board to pass a resolution that no liquor transfers can be made until all property taxes are paid, and Mr. Bowles said this is already in existence. The commissioners agreed to grant an insolvency in this matter and refund the money paid by Mr. Rebarchick.

Merit System

Mr. Wayne Ransom and Mr. Singer, of the State Employment Commission, were in to discuss this with the commissioners and Mr. Donaldson. The county people can be under the state retirement system without being under the merit system. Jobs must be classified and graded and this must be done in the very beginning. Job descriptions must be made and salaries set. In dismissal cases, the State Board of Appeals can be used for hearings, this is in the law. The commissioners would have to set up their own rules and regulations concerning employment, and Mr. Ransom said the state usually adopts all of the current employees when the merit system is set up in a new area, and the county should do likewise. A brochure of the state rules and regulations was presented for study to give ideas of what can be done in this area.

It was suggested that the pension plan be reviewed and Mr. Christis of the State Employment Commission be asked to come down for this purpose. He could explain all phases of the plan to employees to come under the merit system. The salary scale usually covers a 25% difference between the minimum and maximum wage for a particular grade over a period of 6 years. The county can set their own scale if they wish.

Steps to follow in setting up a county merit system are: 1) decide who would come under the system. 2) write rules and regulations and adopt same. 3) write job descriptions for each person included. 4) after employees are set according to jobs, then there must be a system for examining them. 5) must be concerned with sick leave, vacations, etc. There are sources available for aid in obtaining tests for prospective employees, such as the Municipal Service, Public Personnel Assn.

There should be a probation period for new employees, then if they do not fill a job capably, they can be relieved of same. In the rules and regulations established, you can specify that the top person will be given a specific job, or one of the top three can be chosen. The Veterans Preference Law has to be considered. It is almost mandatory that a veteran be hired over other people if he qualifies. Mr. Ransom suggested that the veterans points be added to their score, then place them on the list according to what the total is.

Copies of the Maryland Merit System Law presented and Employees Handbooks will be sent later on.

The county would have to pay for their own retirement plan as the state will not do this. When rules and regulations are drawn up, they may be sent to Mr. Ransom and Mr. Singer for review and they will come back and discuss them with the commissioners and Mr. Donaldson.

Roads

Mr. T. Hall, Mr. D. Raley and Mr. Brodsky, SRC Financing and Accounting Dept. Mr. Brodsky presented debt service schedules for all bonds participated in to date. Deductions made were 40% in March and April, and 20% in May. Gas tax revenue figures for 1961 project through 1964 were presented and reviewed. Mr. Brodsky said his department was trying to have legislation passed to increase the property tax on automobiles according to the blue book values. As registrations increase in the county, the increase in revenue would be spread on the basis of the growth of such registrations from year to year. Distribution to the county is based on the road mileage.

On road construction, on non-federal aid jobs, the resident engineer estimates cost and asks the commissioners to pay 100%. On a federal aid road 50% is paid by the state and county, according to Mr. Brodsky. He said the commissioners should let Mr. Hall know what roads are to be done and put up 50%. If the job costs less, the county gets a refund. If the job costs more, the county must pay the difference. Refunds may be credited to the county account, or returned in cash. Any money in the account of a particular road can be gotten back by asking for it.

Mr. Brodsky said the county did not have to put up \$108,000 in order to program the \$54,000. He said to disregard anything but what he has told the commissioners when it comes to financing as this is his department. He also said there was \$38,392 to be programmed by June 30th. When this money is not used it reverts back to the SRC and is used on a federal aid project in the state on a secondary road.

Booklet showing methods of floating bonds was reviewed. When the bonds are floated Mr. Brodsky said he will deduct the expense of printing the bonds and then send a check in the amount of \$254,000. Then it is up to the county to send us their check for the amount of their program. When you get the money you credit your general fund for the amount. All that the county is asked to do is send a statement of what you do with the bond money.

On dumps, Mr. Brodsky said they have special charge accounts just for this purpose. The county puts up a certain amount from time to time, and the last payment was \$1500. This account is now overdrawn \$760. According to Mr. Raley there should be \$900 in this account, but Mr. Brodsky showed him where he had miscalculated on overhead charges. Mr. Raley had been figuring 10% overhead but Mr. Brodsky said it should have been 25%. So actually the county is \$762 in the "red", as 25% should be added labor cost and 10% to equipment.

Mr. Bowles asked Mr. Raley to bury the trash dumped on the Coombs property off Whirlwind Road.

Trial Magistrate's Secretary

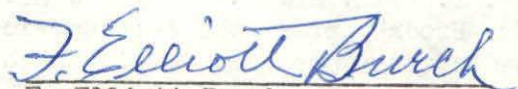
Mr. Burch will speak with Mrs. Marie Raley concerning salary for this position.

Marathon Races

The commissioners will recommend that the EDC handle the request from these people for the \$250 needed to buy six trophies for the winners.

Meeting adjourned.

Approved,



F. Elliott Burch
President