

July 7, 1964

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

Air-conditioning Health Building

Mr. Gray Harrison informed the commissioners that Mr. Roger Chandler or Mr. Frank Williams, are capable of laying out the plans for doing this work. The usual charge is about 5% of the total cost and he said that the commissioners must watch carefully to see that a lot of extra "gingerbread" is not added to increase the cost. (Mr. Harrison said that his company would not do this work). Laying this out would be very simple and should not take more than two weeks at the most. Mr. Harrison said this project should be air-handled with duct work, one upstairs and two downstairs. This will give the best service at a minimum of expense to maintain and operate. He said he will be glad to look at whatever is laid out and tell the commissioners whether it is right or wrong. Thirty tons is the amount he feel would be necessary to do a good job.

Both of the men named by Mr. Harrison will be contacted and asked to make a proposal as to what they would charge to lay out the air-conditioning system, drawing up plans and specifications for same. Mr. Harrison left two sets of plans for these men to use.

Scholarships

Miss Sandy Rutland of Lexington Park awarded scholarship to St. Mary's College to fill vacancy left by award declined by Forest Dale Bowen. Also one year business scholarship awarded to John McKay to fill vacancy by award declined by John Dameron. Mr. Kammerer will be so notified.

Roads

Mr. T. Hall presented maintenance report - June 23 - June 30 - \$3,331.33, for month of June - \$18,550.24. He will now do state oiling, and come back to county oiling, and will need money to do this. \$34,000 is needed for the bituminous concrete schedule under the original estimate, but the Baltimore office has ruled that 15% must be figured for overhead instead of the usual 10%. The extra 5% is for inspection. This money will come out of the bond issue money. Mr. Hall and the commissioners reviewed schedule for bituminous concrete that was approved last week. The new cost estimate is approximately \$39,000, an increase of \$4,000 over the original estimate. Mr. Hall said he would not need money for any paving done in August until September 1st, and the bond money should be in by then.

Mr. Hall would like to have as much of this money next week as he can get. He needs \$75,000 more than the \$42,000 already advanced, and has not received any of the \$75,000 as yet. The commissioners approved the bituminous concrete program as presented and Mr. Burch signed letter to SRC requesting that this program be carried out as presented.

Mr. Hall said they will finish Part I of the schedule by tomorrow night, and he would like to have a check for at least part of the \$75,000 next week so he can begin this work. (According to Mr. Donaldson, there will be \$111,000 in funds left from which to take this amount.) Mr. Hall explained that drainage, skin patching, and mowing takes most of the maintenance money. Ditching also uses much of this money. Some roads have to be oiled every two or three years. Getting the roads in good shape would cut the cost of maintenance down, but you cannot blacktop every road.

Mr. Hall said if Trap Road is omitted from the schedule, it may cost the county more money, as it would have to be engineered and started again from scratch. It could be rebuilt and blacktopped all in one season according to Mr. Hall. Federal aid money would be lost if this is taken out of the program. The base has been tested and passed, and \$329 has already been spent. The commissioners agreed that Trap Road should be left in the schedule as originally programmed with 4 inches of bituminous concrete.

Mr. Hall said he will try to work in the Russell Road when he does the work in this area. Request made by Mr. W. H. Mattingly.

Mr. Donaldson said he will advance Mr. Hall a check for \$12,500 for the oiling, to be picked up. Check No. 20013, Voucher No. 28620.

Merit System

Rules and regulations reviewed by Mr. Donaldson and the commissioners. The former explained that a resolution must be adopted by the commissioners stating that these rules and regs are the merit system for St. Mary's County. A roster is then set up. The jobs are then classified and a minimum and maximum salary is set. As the positions go up in salary, the increment goes up, also. We will be under the state merit system in effect.

Mr. Donaldson said he would have to have someone in his office to handle the book work that will be necessary for this program, and asked permission of the commissioners to hire an extra clerk. Suggested offering a salary of \$2500 per year. This person could also work in the treasurer's office when needed.

Mr. Donaldson informed the commissioners that the state has said we are one year behind in establishing a merit system, and the law states that this must be done.

Meeting adjourned.

Approved,



F. Elliott Burch
President