

## **Commissioners of St. Mary's County Meeting Minutes (Tuesday, June 3, 2025)**

*Generated by Julie Burch on Tuesday, June 3, 2025*

### **Members present**

Commissioner President James R. Guy  
Commissioner Eric S. Colvin  
Commissioner Michael L. Hewitt  
Commissioner Michael R. Alderson, Jr.  
Commissioner Scott R. Ostrow  
David Weiskopf, County Administrator  
Jenna Guzman, Communications Director, Public Information Office  
Julie Burch, Recorder

Commissioner President Guy called the meeting of the Commissioners of St. Mary's County to order at 9:00 a.m. in the Chesapeake Building Meeting Room, Governmental Center.

### **Approval of Consent Agenda**

**MOTION 1:** I move to approve the Consent Agenda, which includes the Minutes of May 20, 2025.

Motion by Commissioner Michael R. Alderson, Jr., second by Commissioner Eric S. Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

**MOTION 2:** I move to approve the surplus properties quit claim deeds.

Motion by Commissioner Michael R. Alderson, Jr., second by Commissioner Eric S. Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

**MOTION 3:** I move to approve the appointments to the Maryland Fire Services Professional Qualifications Board.

Motion by Commissioner Michael R. Alderson, Jr., second by Commissioner Eric S. Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

## **2. PROCLAMATIONS**

Proclamations were presented for:

- A. Pride Month
- B. National Homeownership Month

### **3. COMMENDATION**

A commendation was presented to James Emery in recognition of his Retirement.

### **4. PUBLIC HEARING**

#### **A. OFFICE OF THE COUNTY ATTORNEY - PUBLIC HEARING - Real Property Road Transfers with the Maryland Department of Natural Resources**

Commissioner President Guy opened the public hearing at 9:22 a.m.

**Present:** Buffy Giddens, County Attorney

Notice of the Public Hearing was published on May 16 and 23, 2025. This public hearing was to receive public comment on the transfer of both a portion of Camp Cosoma Road to the County from the Maryland Department of Natural Resources and a portion of Newtowne Neck Road from the County to the Maryland Department of Natural Resources.

Commissioner President Guy requested that David Weiskopf provide the format for the public hearing and open it to public comment.

No public comments were given.

Mr. Weiskopf closed the public hearing for public comment and noted that the record would remain open for public comment for an additional seven days. Commissioner President Guy closed the public hearing at approximately 9:25 a.m.

### **MOTION TO ADJOURN AS COMMISSIONERS OF ST. MARY'S COUNTY**

I move to adjourn as Commissioners of St. Mary's County and reconvene as the St. Mary's County Board of Health.

Motion by Commissioner Eric S. Colvin, second by Commissioner Michael R. Alderson, Jr.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

### **5. ST. MARY'S COUNTY BOARD OF HEALTH**

#### **A. ST. MARY'S COUNTY BOARD OF HEALTH**

**Present:** Meenakshi G. Brewster, MD, MPH, FAAFP, St. Mary's County Health Officer

**MOTION:** I move to approve the updated Environmental Fee Schedule to start with the new fiscal year on July 1, 2025.

Motion by Commissioner Eric S. Colvin, second by Commissioner Michael R. Alderson, Jr.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

## **MOTION TO ADJOURN AS ST. MARY'S COUNTY BOARD OF HEALTH**

I move to adjourn as the St. Mary's County Board of Health and reconvene as Commissioners of St. Mary's County.

Motion by Commissioner Michael R. Alderson, Jr., second by Commissioner Eric S. Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

## **6. MAIN AGENDA**

**A. OFFICE OF THE COUNTY ATTORNEY** - Request for Public Hearing, Amendment to Stewart's Grant PUD

I move to authorize an evening public hearing before the Commissioners of St. Mary's County on June 24, 2025, for the purpose of considering the proposed amendments to the Stewart's Grant Planned Unit Development Plan.

Motion by Commissioner Eric S. Colvin, second by Commissioner Michael R. Alderson, Jr.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

## **7. COUNTY ADMINISTRATOR**

**A. DRAFT AGENDAS FOR JUNE 10 AND 24, 2025.** There will be no meeting of the Commissioners on June 17, 2025.

**B. DEPARTMENT OF AGING AND HUMAN SERVICES** - Budget Amendment for Commission For Women

I move to approve the budget amendment establishing budget authority for the \$3,715 in excess revenues collected for the Commission for Women's Annual Banquet and to realign funds to be contributed in support of the Jane Hale Sypher Scholarship Fund at the College of Southern Maryland, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Scott R. Ostrow, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

**C. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION - FAA Grant Application**

I move to approve and authorize the Department of Public Works and Transportation to sign and forward the grant application to the Federal Aviation Administration for professional environmental and engineering services related to the Pavement Management Plan and further authorize the Commissioner President to sign the grant agreement consistent with the application upon receipt.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Scott R. Ostrow.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

**D. DEPARTMENT OF HUMAN RESOURCES - Personnel Manual Update**

**MOTION 1:** I move to approve the proposed updates to the St. Mary's County Manual of Personnel Policies and Procedures as presented.

Motion by Commissioner Scott R. Ostrow, second by Commissioner Michael R. Alderson, Jr.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

**MOTION 2:** I move to add two additional holidays to the approved list of annual holidays.

Motion by Commissioner Eric S. Colvin, second NONE.

Motion Failed

**MOTION 3:** I move to add 8 hours of paid leave for the purposes of volunteering to the list of annual approved leave.

Motion by Commissioner Michael R. Alderson, Jr., second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

**8. COMMISSIONERS' TIME**

The Commissioners highlighted events over the past week and provided general comments.

## **MOTION TO ENTER INTO CLOSED SESSION**

I move to enter into closed session to discuss Personnel and Legal Advice.

Motion by Commissioner Michael R. Alderson, Jr., second by Commissioner Eric S. Colvin.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Colvin, Hewitt, Alderson, Ostrow

## **9. CLOSED SESSION**

### **A. LEGAL ADVICE**

**Present:** James R. Guy, Commissioner President  
Michael R. Alderson, Jr., Commissioner  
Eric S. Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Scott R. Ostrow, Commissioner  
David Weiskopf, County Administrator  
David Yingling, Deputy County Administrator  
Buffy Giddens, County Attorney  
Raymond Bivens, Director, Department of Recreation and Parks  
Tracy Rohan, Recorder

Authority: §9-512(a)(12) of the Local Government Article of the Annotated Code of Maryland

Time Held: 11:48 a.m. - 11:56 a.m.

Purpose: to consult with counsel to obtain legal advice

### **B. PERSONNEL**

**Present:** James R. Guy, Commissioner President  
Michael R. Alderson, Jr., Commissioner  
Eric S. Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Scott R. Ostrow, Commissioner  
David Weiskopf, County Administrator  
David Yingling, Deputy County Administrator  
Diane Gleissner, Coordinator, Office of the County Attorney  
Tracy Rohan, Recorder

Authority: §9-512(a)(1) of the Local Government Article of the Annotated Code of Maryland

Time Held: 11:58 a.m. - 12:14 p.m.

Purpose: To consider or discuss the assignment, promotion, resignation, salary, demotion, dismissal, reprimand, or appointment of a public agency or employee.

## **10. ADJOURN**

The meeting adjourned at 12:14 p.m.

Minutes approved by the Commissioners of St. Mary's County on June 10, 2025.

JB  
Julie Burch, Senior Admin Coordinator