

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Tuesday, January 4, 2011**

Present: Commissioner President Francis Jack Russell
Commissioner Cynthia L. Jones
Commissioner Daniel L. Morris
Commissioner Todd B. Morgan
John Savich, County Administrator
Sharon Ferris (Recorder)

Absent: Commissioner Lawrence D. Jarboe

CALL TO ORDER

Commissioner President Russell called the meeting to order at 9:00 am.

APPROVAL OF CHECK REGISTER

Commissioner Morgan moved, seconded by Commissioner Morris, to approve the bills for today. Motion carried 4-0.

Commissioner Morgan expressed concern with the significant amount of paper (which is later recycled) and staff time to produce copies of the check registers and the meeting time taken up to vote on paying the bills. Given that the County has an approved budget for the year and has just completed an audit which revealed that the County has a great checks and balance process, he suggested implementing a new process whereby the authority to approve checks is delegated to the County Administrator and the Chief Financial Officer for normal business items.

Mr. Savich stated this change could be made today as a motion; however, the Board may codify changes made to current processes with a Resolution.

Commissioner Morgan moved, seconded by Commissioner Jones, to delegate to the County Administrator and Chief Financial Officer the authority to issue checks without Board of County Commissioner approval, in accordance with the approved budget and all internal finance processes. Motion carried 4-0.

Mr. Savich clarified that checks will still be issued under name of the President of the Board of County Commissioners and delegation of approval to staff is only for items already budgeted in the normal course of business. One copy of the check register will be made available each week for the Commissioners' review.

APPROVAL OF MINUTES

Commissioner Morgan moved, seconded by Commissioner Morris, to adopt the minutes of the meeting of Tuesday, December 21, 2010, as presented. Motion carried 4-0.

COUNTY ADMINISTRATOR

1. Draft Agenda for January 11, and January 18, 2011

2. **Department of Human Services** (*Cynthia Brown, Interim Director*)

(H. S. "Lanny" Lancaster, Director, Three Oakes Homeless Shelter)

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize the Commissioner President to execute the budget amendment to increase the FY2011 Homeless Women Crisis Shelter Grant budget, Project #MD1157, by \$6,724 for a total of \$67,241 in FY2011 on behalf of the Department of Human Services. Motion carried 4-0.

(Anita Ray, Substance Abuse Coordinator)

Commissioner Jones moved, seconded by Commissioner Morris, to approve and authorize the Commissioner President to execute the FY 2011 Conditions of Award for AS180SAS, Substance Abuse Treatment Services from the Maryland Alcohol and Drug Abuse Administration on behalf of the Department of Human Services for funding in the amount of \$3,245,428. Motion carried 4-0.

3. **Department of Aging** (*Lori Jennings-Harris, Director; Peggy Maio, Fiscal Supervisor*)

Senior Rides Program Grant Agreement

Commissioner Morris moved, seconded by Commissioner Jones, to approve and authorize the Commissioner President to execute the Maryland Senior Rides Program Grant Agreement, project MD1105, from the State of Maryland Department of Transportation on behalf of St. Mary's County Department of Aging in the amount of \$25,000 for transportation services for low-income to moderate-income seniors. Motion carried 4-0.

The Commissioners agreed that staff should apply for the 2012 Senior Rides Grant, and that the Board will discuss implications of the required County match prior to acceptance.

4. **Department of Public Works and Transportation** (*Jackie Fournier, Trans. Manager; MaryAnn Contz, STS Transportation Supervisor*)

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize the Commissioner President to execute the State of Maryland Department of Transportation FY2011 Grant Agreements as provided by the Maryland Transit

Administration on behalf of the Department of Public Works & Transportation St. Mary's Transit System, in the amount of \$2,138,534 and to approve and authorize the Commissioner President to sign the State of Maryland Department of Transportation FY2011 Grant Assurances as provided by the Maryland Transit Administration on behalf of the Department of Public Works and Transportation St. Mary's Transit System. Motion carried 4-0.

COMMISSIONER'S TIME

Commissioner Morgan thanked Public Works for their efforts during the snow storm to keep citizens safe. Commissioner Morris noted he had received compliments from businessmen in the community for the expertise, professionalism and courtesy of County employee Phil Shire, Deputy Director, Land Use and Growth Management.

MOTION TO ENTER INTO EXECUTIVE SESSION

Commissioner Morgan moved, seconded by Commissioner Morris, to enter into Executive Session to discuss appointments to Boards and Committees. Motion carried 4-0.

EXECUTIVE SESSION

Personnel

Present: Commissioner Francis Jack Russell, President
Commissioner Cynthia L. Jones
Commissioner Daniel L. Morris
Commissioner Todd B. Morgan
John Savich, County Administrator
George Sparling, County Attorney
Sarah Cannavo, Boards/Committees

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

Time Held: 9:54 am – 10:58 am

Subject Discussed: The Commissioners discussed appointments to Boards and Committees.

FY 2012 BUDGET WORK SESSION

The Commissioners continued reviewing the operating budget baseline.

ADJOURNMENT

The meeting of the Board of County Commissioners adjourned at approximately 12:15 pm.

Minutes Approved by the Board of County Commissioners on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)