

## **Commissioners of St. Mary's County Meeting Minutes (Tuesday, June 5, 2018)**

*Generated by Bonnie Gray on Wednesday, June 6, 2018*

### **Members present**

Commissioner President James R. Guy  
Commissioner Michael L. Hewitt  
Commissioner Tom Jarboe  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor  
Dr. Rebecca Bridgett, County Administrator  
Bonnie Gray, Recorder

### **1. WELCOME**

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 9:03 a.m. in the Chesapeake Building Meeting Room, Governmental Center.

### **Approval of Consent Agenda**

I move to approve the Consent Agenda, which includes the Minutes of May 22, 2018, as presented.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

### **2. PROCLAMATION(S)**

A Proclamation was presented to Catherine Shoemaker for her Retirement from the St. Mary's County Sheriff's Office.

### **3. PRESENTATION**

**A. DEPARTMENT OF AGING AND HUMAN SERVICES - 2018 Jane Hale Sypher Scholarship Check Presentation**

**Present:** Norma Pipkin, Chair, St. Mary's County Commission for Women  
Chelsea R. Brown, Director of Development, College of Southern Maryland  
Jane Hale Sypher  
Members of the St. Mary's County Commission for Women

A symbolic check was presented to the College of Southern Maryland to support the Jane Hale Sypher Scholarship Fund.

#### **4. MAIN AGENDA ACTION ITEMS**

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

**Present:** Dr. Meenakshi Brewster, Health Officer

Dr. Brewster provided an update on the Opioid crisis in St. Mary's County and outlined new strategies being implemented to address the issue. She also provided an overview of the goals and various components of the Maryland Harm Reduction program, discussed school-based mental health services, and outlined community health priorities for St. Mary's County.

**B. DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT - Proposed Amendment to Ordinance No. 2017-15 to Provide an Exemption to the Impact Fee Ordinance for Replacement Dwelling Units under Certain Conditions Decision**

**Present:** Bill Hunt, Director  
Harry Knight, Permits Manager

I move to adopt the proposed amendment to Ordinance No. 2017-15 to provide an exemption to the Impact Fee Ordinance for replacement dwelling units under certain conditions.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

#### **5. COUNTY ADMINISTRATOR**

##### **A. DRAFT AGENDAS FOR JUNE 12 AND 19, 2018.**

**B. DEPARTMENT OF HUMAN RESOURCES - Sheriff's Office Reclassification Request**

I move to approve the Sheriff's request to reclassify and re-title the Coordinator I position in the Sheriff's Office to the Administrative Assistant to the Sheriff of St. Mary's County.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

**C. DEPARTMENTS OF FINANCE & HUMAN RESOURCES - Budget Amendment to Realign County Departments & Elected Officials FY2018 Budget for Personal Services Accounts, and Authorize the Mid-Year Position Reclassification Request Process**

I move to approve the budget amendment in the amount of \$509,800, realigning \$58,224 within the County Departments / Elected Officials, and transferring \$451,576 to the Commissioners' Emergency Reserve due to salary savings, and authorize the Commissioner President to execute the related documents; and authorize Human Resources to implement the FY19 Mid-year Position Reclassification Request Process.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

**D. DEPARTMENT OF FINANCE - Approval of Budget Amendment to Realign Exempt Financing Lease Payment Budget**

I move to approve the budget amendment realigning savings from various Exempt Financing Lease Payment accounts in the amount of \$204,000 to the Commissioners' Emergency Reserve and realign funding to cover a shortfall in Correction's lease payment account, and authorize the Commissioner President to execute the related budget amendment.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

**E. DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT - County Plan of Action to FEMA in Reference to Community Assistance Visit Report**

I move to approve the Plan of Action to be sent to FEMA in reference to Community Assistance Visit Report and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

**F. DEPARTMENT OF EMERGENCY SERVICES - Authorization to Seek Grant Funding from State Emergency Services Numbers Board**

I move to approve the additional Grant Award Funding under Project MD1838 from the State Emergency Number Systems Board in the amount of \$92,640 for the purchase of software to be installed in the backup center to enhance our 9-1-1 operational readiness, and authorize Emergency Services staff to submit the Request for Project Funding Form, consistent with the copy reviewed by the Commissioners, and also approve the Commissioner President to execute all related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan  
Not Present at Vote: Commissioner John E. O'Connor

**G. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION** - Approval of Budget Amendment to Move Stormwater Management Inspections Budget from Land Use & Growth Management to Department Of Public Works

I move to approve the transfer of \$81,000 in operating funding from Land Use & Growth Management- Inspection Division to Department of Public Works & Transportation -Inspection Division for Stormwater Management Inspections in FY2019 and authorize Commissioner President Guy to execute the related Budget Amendment.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan  
Not Present at Vote: Commissioner John E. O'Connor

**H. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION** - Airport Improvements Budget Amendment

I move to approve the budget amendment creating the capital project PF-1809, Airport Improvements, by transferring existing balances in projects PF-1403, Airport Improvements, and PF-1306, Airport Master Plan.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan  
Not Present at Vote: Commissioner John E. O'Connor

**I. DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION** - East Run Road Acceptance and Speed/Stop Sign Resolution

**MOTION 1:** I move to adopt the Resolution to accept East Run Drive and Woolsey Manor Drive in the East Run development, into the St. Mary's County Highway Maintenance System.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan  
Not Present at Vote: Commissioner John E. O'Connor

**MOTION 2:** I move to adopt the Ordinance setting a maximum speed for East Run Drive and Woolsey Manor Drive in the East Run development.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

**J. OFFICE OF THE COUNTY ATTORNEY - County Owned Surplus Real Property Briefing**

**Present:** Dave Weiskopf, Acting County Attorney  
Brandy McKelvey, Paralegal

A listing of surplus county owned properties and options for disposition of the properties were presented.

**6. COMMISSIONERS' TIME**

The Commissioners highlighted events attended over the past week, mentioned upcoming events in the community, and provided general comments.

**MOTION TO ENTER INTO EXECUTIVE SESSION**

I move to enter into Executive Session for the purpose of discussing Personnel and Litigation.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner John E. O'Connor

**7. EXECUTIVE SESSION**

**A. LITIGATION**

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
David Weiskopf, Acting County Attorney  
Christy Kelly, Treasurer  
Sharon Ferris, Recorder

Authority: §9-512(a)(2) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 11:39 a.m -11:58 a.m.

Location: John Savich Meeting Room

Purpose: To discuss strategy for potential litigation.

**B. LITIGATION**

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
David Weiskopf, Acting County Attorney  
Jeannett Cudmore, CFO  
Brandon Hayden, Procurement Manager  
Bryan Kelly, McGuireWoods LLP via Teleconference  
Sharon Ferris, Recorder

Authority: §9-512(a)(2) of the *Local Government* Article of the Annotated Code of Maryland  
Time Held: 12:00 p.m. - 12:11 p.m.  
Location: John Savich Meeting Room  
Purpose: To discuss strategy for potential litigation.

#### C. PERSONNEL - Appointments to Boards, Committees and Commissions

**Present:** James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Diane Gleisner, Coordinator for Boards, Committees and Commissions  
Sharon Ferris, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland  
Time Held: 12:13 p.m. - 12:34 p.m.  
Location: John Savich Meeting Room  
Purpose: To consider or discuss FY19 salaries for contract employees.

### **8. ADJOURN**

The meeting adjourned at 12:34 p.m.

Minutes approved by the Commissioners of St. Mary's County on June 12, 2018.

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BG  
Bonnie Gray, Senior Admin. Coordinator

### **9. OUTSIDE EVENT**

**A. DEPARTMENT OF RECREATION & PARKS** - Fifth District Park Playground Ribbon Cutting

Prior to the official ribbon cutting for the Fifth District Park Playground, the Commissioners presented a Proclamation recognizing the month of July 2018 Recreation and Parks Month in St. Mary's County.