

Commissioners of St. Mary's County Meeting Minutes (Tuesday, June 12, 2018)

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1. COMMISSIONERS OF ST. MARY'S COUNTY AND ST. MARY'S COUNTY BOARD OF EDUCATION JOINT MEETING, 21360 Moakley St., Leonardtown

Members present

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

Absent: Commissioner Tom Jarboe

Board of Education

Mrs. Karin Bailey, Chairwoman (District 3)
Mrs. Cathy Allen, Vice Chairwoman (Member at Large)
Mrs. Rita Weaver (District 1)
Mrs. Mary Washington, (District 4)
Mr. James Davis (District 2)
Dr. J. Scott Smith, Superintendent

Presenters

Rebecca Ruff, Senior Policy Analyst, Department of Legislative Services, Maryland General Assembly
Michael C. Rubenstein, Principal Analyst, Department of Legislative Services, Maryland General Assembly
Michael Wyant, Director of Safety and Security, St. Mary's County Public Schools
Dr. Jeff Walker, Assistant Superintendent of Schools
Jeannett Cudmore, CFO, St. Mary's County Government

Commissioner President Guy opened the joint meeting of the St. Mary's County Commissioners and the St. Mary's County Board of Education at 9:01 a.m.

Following opening remarks and introductions, the following presentations were provided: 2018 Legislation Update (Rebecca Ruff and Michael Rubenstein); School Safety (Michael Wyant and Scott Smith); CIP Projects (Jeff Walker); and Multi-Year Budgeting (Jeannett Cudmore). The Commissioners then voted on the proposed St. Mary's County Public Schools FY2019 Operating and Capital Budgets.

MOTION 1: I move to approve the Board of Education's operating, revolving, restricted, and capital budgets for FY2019 at the category and fund level, including the FTE positions; and authorize Commissioner President Guy to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

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

MOTION 2: I move to approve and authorize Commissioner President Guy to execute the Annual Budget Certification Statement and related documents, to be submitted to the Maryland State Department of Education.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

MOTION 3: I move to authorize the Commissioner President to sign the letter of confirmation indicating that the submission on March 31, 2018 is the same for excludable costs for FY2019 with zero dollars.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

MOTION 4: I move that the appropriation of \$103,852,525 will be distributed to the St. Mary's County Board of Education in four equal installments over the 2019 fiscal year.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

2. ADJOURN

The meeting adjourned at 11:03 a.m.

3. WELCOME - Chesapeake Building, Leonardtown

Members present

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

Absent: Commissioner Tom Jarboe

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 11:34 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 June 5, 2018, as presented.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

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

4. PROCLAMATION(S)

Proclamations were presented for the following:

A. National Nursing Assistant Week

B. World Elder Abuse Awareness Day

The Commissioners also received a Proclamation for World Elder Abuse Awareness Day from the Governor's Office.

5. PUBLIC HEARING

A. DEPARTMENT OF HUMAN RESOURCES - Proposed Fourteenth Amendment to the Sheriff's Office Retirement Plan

Commissioner President Guy opened the Public Hearing at 11:45 a.m.

Present: Catherine Pratson, Director of Human Resources

On, February 20, 2018, Major Michael Merican requested that the Inmate Services Coordinator position be re-titled as Classification and Offender Re-Entry Case Manager. On April 26, 2018, the Sheriff's Office Retirement Plan (SORP) Board of Trustees approved the motion to amend the SORP and replace the position of Inmate Services Coordinator with Classification and Offender Re-Entry Case Manager as a covered employee in SORP.

Commissioner Guy opened the public hearing for public comments. There were no public comments. Commissioner Guy closed the public hearing for public comment noting that the record would remain open for public comment for an additional seven days, and closed the public hearing at 11:48 a.m.

6. COUNTY ADMINISTRATOR

A. DRAFT AGENDA FOR JUNE 19, 2018. THERE WILL BE NO MEETINGS OF THE COMMISSIONERS OF ST. MARY'S COUNTY ON JUNE 26, AND JULY 3, 2018.

B. SHERIFF'S OFFICE - Medication Assisted Treatment (MAT) Program

I move to approve the Medication Assisted Treatment (MAT) Program, Project MD 1844, from the Governor's Office of Crime Control and Prevention on behalf of the St. Mary's County Sheriff's Office in the amount of \$8,250 for personnel support and authorize Commissioner President to execute the related budget amendment establishing the project budget by \$8,250 and other related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

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

C. SHERIFF'S OFFICE - MD1924 Sex Offender Compliance and Enforcement

MOTION 1: I move to authorize the Sheriff's Office Staff to submit the grant application documents electronically for the Sex Offender Compliance and Enforcement in Maryland Grant, MD1924, from the Governor's Office of Crime Control and Prevention in the amount of \$13,612, and authorize Commissioner President Guy to execute the hard copy of said Grant Application subsequent to the electronic filing.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

MOTION 2: I move to approve and authorize Commissioner President Guy to execute the related budget amendment to decrease the project budget by \$523.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

D. OFFICE OF THE COUNTY ATTORNEY - Opioid Litigation Presentation

Present: D. Bruce Poole, Esq., The Poole Law Group
Kathleen Poole, The Poole Law Group
Jeff Gaddy, Esq., Levin Papantonio

A presentation was given on the current opioid litigation in which they are representing many state, local and municipal governments.

E. DEPARTMENT OF RECREATION & PARKS - Modification No. 5 to U.S. Government Contract No. N62477-98-RP-00055

I move to approve Modification No. 005 to the U.S. Government Contract No. N62477-98-RP-00055 to allow for installation of athletic field lighting on the two new multi-purpose fields at John G. Lancaster Park and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

F. DEPARTMENT OF EMERGENCY SERVICES - Emergency Services Logo

I move to authorize the Department of Emergency Services to establish and use a new logo that is intended to provide an identity of partnership within the community of First Responders in St. Mary's County.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

G. DEPARTMENT OF EMERGENCY SERVICES - Briefing on Feasibility for Accreditation for 911 Communications

Present: Stephen Walker, Director

A briefing regarding the 9-1-1 Communications Center becoming accredited and options to pursue accreditation were presented.

H. DEPARTMENT OF FINANCE - Approval of Budget Amendment Due to Significant Rainfall Events

I move to approve the budget amendment in the amount of \$518,534 from the Commissioners Emergency Appropriations to the County Highways Division to allow for major repairs, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

I. DEPARTMENT OF FINANCE - Approval of Budget Amendment to Realign Income Tax and Property Tax

I move to approve the budget amendment in the amount of \$978,000 transferring budget authority from Income Tax Revenue and increasing Property Tax and Abatements Revenue, and authorize Commissioner President Guy to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Morgan, O'Connor

J. DEPARTMENT OF FINANCE - Approve Three Budget Amendments, Reducing, Realigning, and Rolling Projects in the Capital Reserve

I move to approve the budget amendment reducing and closing the Tri-County Animal Shelter Project to the FIN18 Capital Reserve, and the budget amendment realigning sources between the Parks Facility Improvement Project and the FIN18, and the budget amendment closing the FIN18 Capital Reserve, rolling to the FIN19 Capital Reserve, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

K. OFFICE OF THE COUNTY ADMINISTRATOR - Appointments to Boards, Committees and Commissions

I move to appoint the following persons to Boards, Committees, or Commissions with the terms to expire as indicated:

<u>Board, Committee or Commission</u>	<u>Term Expiration</u>
Adult Public Guardianship Review Board	
Dr. Rene Grace (Ex officio)	Unlimited Term
Airport Advisory Committee	
Brian Schroeder (Partial Term)	06/30/19
Board of Appeals	
John Brown (Reappointment)	06/30/21
Commission for Women	
Jennifer Brown (Reappointment)	06/30/21
Marta Kelsey (Reappointment)	06/30/21
Brenda Scheufele (Reappointment)	06/30/21
Commission on Aging	
Catherine Herndon (Partial Term)	12/31/20
Dr. Bernice Williams (Reappointment)	06/30/21
Commission On People with Disabilities	
Amber Hebert	06/30/22
Virginia Morris	06/30/22
Commission on the Environment	
Nick Colvin	06/30/22
Economic Development Commission	
Laura Clarke (Reappointment)	06/30/21
Tom Sanders (Reappointment)	06/30/21
Ethics Commission	

John Austerman	06/30/21
Kathleen McLernan-Walz – Alternate (Partial Term)	06/30/20

Historic Preservation Commission

Eve Love (Reappointment)	06/30/21
Ginger Newman-Askew	06/30/21
Kent Randall (Reappointment)	06/30/21

Housing Authority Board

Alexis Zoss	06/30/23
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Human Relations Commission

Vante Burkes (Reappointment)	06/30/22
Joanna Colvin (Reappointment)	06/30/22
Scott Stillings	06/30/22
Alexis Zoss	06/30/22

Library Board of Trustees

Michael Dunn	06/30/23
Tressa Setlak (Partial Term)	06/30/20

Metropolitan Commission Board

Joseph Russell	06/30/21
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Recreation & Parks Board

Nick Colvin	06/30/22
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Sheriff's Office Retirement Plan Board

Sergeant Clay Stafford	06/30/21
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Social Services Board

Adam Dyson	06/30/21
Reverend Katie Paul	06/30/21

Transportation Advisory Committee

Laura Carrington (Partial Term)	06/30/19
Adam Dyson	06/30/21
Dr. Bernice Williams	06/30/21

Tri-County Animal Shelter Board

Kimberly Holt (Partial Term)	06/30/20
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Wicomico Shores Golf Course Advisory Board

Jim Hodges (Partial Term)	12/31/18
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Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

L. OFFICE OF THE COUNTY ADMINISTRATOR - Approve Employment Contracts

I move to authorize the Commissioner President to sign the employment contracts with contract terms and conditions as indicated for the following: the County Administrator, the Chief Financial Officer, the Chief Information Officer, the Director of Aging and Human Services, the Director of Public Works and Transportation, the Director of Economic Development, the Director of Human Resources, the Director of Land Use and Growth Management and the Public Information Officer.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

M. DEPARTMENT OF HUMAN RESOURCES - Tobacco Free Briefing

Present: Catherine Pratson, Director
Amber Hebert, ADA and Wellness Coordinator
Zane Rettstatt, Employee Wellness Committee Chair

A presentation regarding St. Mary's County Government becoming a smoke free campus and options regarding policy change were presented.

N. MOTION IN OPEN SESSION FROM JUNE 5, 2018 EXECUTIVE SESSION

I authorize the Contracting Officer to reject the Best and Final Offer from Energy Matters, LLC.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

7. 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.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

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

8. EXECUTIVE SESSION

A. HUMAN RESOURCES - Personnel

PERSONNEL

Present: James R. Guy, President
Michael L. Hewitt, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner
Dr. Rebecca Bridgett, County Administrator
Catherine Pratson, Director, Dept. of Human Resources
Sharon Ferris, Recorder

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

Time Held: 1:46 pm - 1:57 pm

Location: John Savich Meeting Room

Purpose: To discuss personnel issues.

9. ADJOURN

The meeting adjourned at 1:57 p.m.

Minutes approved by the Commissioners of St. Mary's County on June 19, 2018.

BG
Bonnie Gray, Senior Admin. Coordinator