

Commissioners of St. Mary's County Meeting Minutes (Tuesday, June 30, 2015)

Generated by Sharon Ferris on Friday, July 10, 2015

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
Sharon Ferris, Recorder

1. OUTSIDE EVENT**JOINT MEETING OF THE COMMISSIONERS OF ST. MARY'S COUNTY AND THE COMMANDING OFFICER, NAVAL AIR STATION, PATUXENT RIVER: ENCROACHMENT MITIGATION AND PREVENTION**

Present:

CAPT Heidi Fleming, Commanding Officer
CAPT Scott Starkey, Executive Officer
David Gleisner, Chief of Staff, Naval Air Warfare Center-Aircraft Division
Dave Shizak, NAVFAC Headquarters
Bonnie Curtiss, NAVFAC Atlantic

County Staff:

Phil Shire, Director, Dept. of Land Use and Growth Management (LUGM)
Jeff Jackman, Sr. Planner, LUGM
Robin Finnacom, Deputy Director, Dept. of Economic Development

The Commissioners met with the Commanding Officer and representatives of NAS Patuxent River at 9:00 am at the Frank Knox Employment Development Center at NAS/PAX River for the semi-annual encroachment mitigation and prevention meeting.

Captain Fleming provided an overview of the Naval Air Station, Naval Air Warfare Center and Naval Air Systems Command. The base currently has a workforce of 22,000 which consists of military, civil service, and contractor personnel. She noted that as new programs come to the base, space requirements, recapitalization, hangar space, and encroachment are becoming a challenge. Additional topics covered at the meeting included updates on Aircraft Installation Compatible Use Zones Program (AICUZ), Joint Land Use Study (JLUS), and the Lexington Park Draft Master Plan.

2. RECESS**3. WELCOME**

The regular business meeting was called to order by Commissioner President Guy at 1:00 pm in the Chesapeake Building Meeting Room, Governmental Center.

Approval of Minutes

I move to approve the minutes of June 16, 2015 as presented.

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

Final Resolution: Motion Carries

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

4. RECOGNITIONS

A. Proclamation was presented to Francis C. Copsey on the occasion of his Retirement

B. SAFETY COMMITTEE: 5th Annual Employee "Safety Matters" Award for 2015

The Safety Committee presented awards based on the following criteria: (1) Prevents accidents or injuries, (2) Contributes to safety in the work area, and, (3) Demonstrates safety leadership. Award recipients were William Hall, STS Dispatcher, Dept. of Public Works and Transportation; Pat Arnold, Inspector, Dept. of Land Use and Growth Management; Lisa Boodnar, Mail Room, Dept. of Public Works and Transportation; George Erichsen, Director, Dept. of Public Works and Transportation; Eddie Fuller, Maintenance Mechanic, Dept. of Public Works and Transportation; and Amy Aud, Senior Office Specialist, Finance Department.

5. COUNTY ADMINISTRATOR

A. THERE WILL BE NO MEETINGS OF THE COMMISSIONERS ON JULY 7 AND 14, 2015. DRAFT AGENDA FOR JULY 21, 2015.

B. MARYLAND DEPT. OF AGRICULTURE - FY2016 Cooperative Agreement between the Maryland Department of Agriculture and St. Mary's County

I move to approve and authorize the Commissioner President to execute the FY2016 Cooperative Agreement between the Maryland Department of Agriculture and St. Mary's County for the Control and Eradication of noxious and certain invasive weeds.

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

Final Resolution: Motion Carries

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

C. BOARD OF EDUCATION - Race to the Top Comprehensive Assessment Grant

I move the Commissioners of St. Mary's County approve the grant award of the Race To The Top Comprehensive Assessment Grant in the amount of \$41,667 for FY2015, from the Maryland State Department of Education, and increase the FY2015 Restricted Fund Revenue and Expenses as approved by the Board of Education on June 10, 2015, and I move the Commissioners of St. Mary's County sign the Letter to the Board of Education, indicating approval of the above action.

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

Final Resolution: Motion Carries

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

D. STATE'S ATTORNEY - Request for Additional FY2016 Funding

I move to approve the State's Attorney's plan of action for the DeWolfe Program and approve and authorize the Commissioner President to execute the budget amendment using \$89,000 of the Commissioners Emergency Reserve to increase the State's Attorney's FY2016 budget for additional attorneys' salary and fringe costs to be incurred under this plan.

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

Final Resolution: Motion Carries

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

E. SHERIFF'S OFFICE - Budget Amendment - Paint Repair - Cruisers

Commissioner O'Connor noted that of the 23 vehicles being requested to be painted, 17 of them were scheduled to be replaced in the 2017 budget. He suggested that it would be a wiser use of tax payer dollars to expedite the purchase of vehicles from FY2017 to FY2016 and not paint the vehicles. Ms. Cudmore, Chief Financial Officer, described the process of realigning the funds and noted the total cost would be approximately \$3.2M. Commissioners agreed they did not want to spend the money to paint the vehicles this year only to turn around and sell them next year as there would be no return on the investment. Sheriff Cameron agreed.

This item was dropped without action.

F. DEPT. OF PUBLIC WORKS & TRANSPORTATION - St. Mary's County Regional Airport - Lease between the Commissioners of St. Mary's County and S. Hunt Aero, LLC..

1. I move to approve and authorize the Commissioner President to execute the Boundary Line Adjustment Plat prepared by Chesapeake Trails Surveying, LLC, and that the Commissioners of St. Mary's County accept the Deed of Conveyance from S. Hunt Aero, LLC.

2. I move to approve and authorize the Commissioner President to execute the Lease between the Commissioners of St. Mary's County and S. Hunt Aero, LLC.

3. I move to approve the Resolution to delegate to the Director of the St. Mary's County Department of Public Works & Transportation the authority to approve sub-leases and assignments of facilities at the St. Mary's County Regional Airport.

4. I move to authorize the Chief Financial Officer to execute and deliver IRS Form 8283 for land donated by S. Hunt Aero, LLC.

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

Final Resolution: Motion Carries

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

G. DEPT. OF PUBLIC WORKS AND TRANSPORTATION - St. Mary's Transit System (STS) 2015-2017 Title VI Implementation Plan

I move to approve and authorize the Commissioner President to execute the St. Mary's Transit System (STS) 2015-2017 Title VI Implementation Plan for submission to the Maryland Transit Administration.

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

Final Resolution: Motion Carries

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

H. DEPT. OF AGING AND HUMAN SERVICES - Maryland Department of Aging FY2016 -2019 Area Plan Application

I move to approve the FY2016-2019 Application/Area Plan for the Federal Title III grants, project numbers US1602,1604,1605,1608,1609 and 1633 from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging and Human Services in the amount of \$411,082 for various programs and services provided to

the seniors 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, O'Connor

I. DEPT. OF AGING & HUMAN SERVICES - FY2016 Homeless Services Grant Award

I move to approve the homeless services grant agreements for project #s MD1658, 1657, and 1655, from Maryland Department of Human Resources on behalf of the Department of Aging and Human Services to support homeless shelters and services for St. Mary's County residents in the amount of \$81,506, \$67,241, and \$15,282, respectively for FY2016 and the related budget amendments that include increasing grant funding by \$96,788, and authorize the Commissioner President to execute all related documents, including the six (6) sub-recipient agreements between the County and Three Oaks Center, Catholic Charities-Angels Watch Shelter, the St. Mary's County Department of Social Services, and the Lifestyles of Maryland Foundation, Inc.

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

Final Resolution: Motion Carries

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

J. DEPT. OF AGING AND HUMAN SERVICES - Memorandum of Understanding by and between the Commissioners of St. Mary's County on behalf of the Department of Aging and Human Services (DA&HS) and Jeff Burrell, Basketball 4 L.Y.F.E. (Love, Youth, Family and Education).

Commissioner O'Connor suggested changes be made to the MOU for funding accountability prior to approval of the MOU. He would like to see a pre- and post-survey conducted, have staff members attend at least four of the activities, and purchase orders submitted before funds are dispersed. Commissioners agreed and approved the MOU as amended. DOA&HS will make the necessary changes and return for signature.

I move to approve and authorize the Commissioner President to execute the Memorandum of Understanding **as amended** between the Commissioners of St. Mary's County and Jeff Burrell, CEO/Founder, Basketball 4 L.Y.F.E. on behalf of the Department of Aging and Human Services for the purpose of providing \$10,000 funding for substance use prevention programming and mentoring for youth in St. Mary's County.

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

Final Resolution: Motion Carries

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

Abstain: Commissioner Hewitt

K. FINANCE - Contract Award Recommendation for Fall FY16 Asphalt Overlay

I move that the Procurement Officer be authorized to execute the contract for \$1,206,200.00 with Great Mills Trading Post Company, Inc. after receipt of the contract related insurance and bonds from the vendor.

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

Final Resolution: Motion Carries

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

Nay: Commissioner Hewitt

L. FINANCE - Present two budget amendments realigning budget between the 520 Wicomico Fund and the 001 General Fund

I move to approve and authorize the Commissioner President to execute the two budget amendments reducing budget

authority in the 520 Wicomico Golf Course Fund by \$73,217, and increasing budget authority in the Recreation & Parks General Fund personal service accounts in the amount of \$20,426 by use of the Commissioners Emergency Reserve, and increasing Other Finance Sources by \$52,791 as a result of revenue not received in the General Fund from the Wicomico Golf Course.

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

Final Resolution: Motion Carries

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

6. PRESENTATION

ST. MARY'S COLLEGE OF MARYLAND OVERVIEW

Present: Tuajuanda Jordan, Ph.D., President

Charles C. Jackson, Vice President for Business and Finance

Dr. Jordan reviewed the college's mission, profile, partnerships, programs and plans for the future. Planned CIP projects include the new Anne Arundel Hall & Interpretive Center planned to open in the summer of 2016, Phase 2 of the Route 5 Safety Project which will provide a pedestrian/ bike trail and a foot bridge, a new academic and auditorium building, and a new athletic stadium. Dr. Jordan said the state promised to provide financial assistance to the college if the college can fund \$2.5M towards the capital improvement projects. Dr. Jordan noted they have not met their goal of \$2.5M and asked if the Commissioners would consider donating \$1M to the college.

Commissioner Hewitt asked Dr. Jordan if the Commissioners decide to provide funding toward these capital projects, would April 2017 meet the timing requirements. Dr. Jordan responded that early 2017 was the due date.

7. MAIN AGENDA ACTION ITEMS

A. OFFICE OF THE COUNTY ATTORNEY - Revision of Chapter 152 of the Code of St. Mary's County, Maryland and Repeal and Re-enactment of Provisions Establishing and Governing Advisory Boards, Committees, Councils and Commissions

Present: George Sparling

Mr. Sparling noted a public hearing was held on June 16, 2015, with no comments received at that time nor during the 10 day open period.

I move that the Resolution revising Chapter 152 of the Code of St. Mary's County, Maryland, and the Resolution, as corrected, repealing and re-enacting provisions establishing and governing advisory boards, committees, councils and commissions be adopted.

Motion by Commissioner Michael L. Hewitt, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

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

B. DEPT OF LAND USE AND GROWTH MANAGEMENT - Annual Growth Policy (AGP) Report

Present: Phil Shire, Director
Dave Chapman, Public Facilities Planner

Mr. Chapman explained that the Annual Growth Policy (AGP) was adopted in August 2008 by way of Resolution 08-40 as a tool to regulate development in a time of unparalleled growth and diminishing public facilities, in particular, a lack of school capacity. Discussion focused on how the percentage of growth is calculated particularly in regards to school capacity. Mr. Shire noted LUGM will be back in a few weeks with the School Capacity Study; however, the County's numbers do not always coincide with the school system's capacity needs. Some areas such as Leonardtown and Wildewood are not being considered in the County's count. The commissioners agreed that this is the St. Mary's County Annual Growth Policy and all of St. Mary's County should be included for a true count.

The Commissioners decided to take no action at this time.

C. DEPT OF LAND USE AND GROWTH MANAGEMENT - Decision on proposed ordinance that would adopt local amendments to the 2015 Maryland Building Performance Standards (MBPS)

Present: Phil Shire, Director

A public hearing was held June 9, 2015, with no comments made at the hearing. During the open 10-day period, comments were received by Mr. Harry Knight, which resulted in some modifications being made to the ordinance after the public hearing.

1: I move to amend the proposed Ordinance as follows:

1. Delete: Section 105.3, subsections 5, 6 and 7;
2. Delete: Section 202;
3. Add: R105.2.7: "Above-ground swimming pools";
4. Delete: Section R105.3, subsections 5, 6 and 7; and,
5. Delete: Section R202.

2: I move to adopt the Ordinance, as amended, to adopt local amendments to the Maryland Building Performance Standards.

Motion by Commissioner John E. O'Connor, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

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

8. COMMISSIONER'S TIME

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

9. EXECUTIVE SESSION

I move to enter into Executive Session for the purpose of discussing personnel, specifically appointments to Boards and Committees, and Real Property Acquisition.

Motion by Commissioner John E. O'Connor, second by Commissioner Michael L. Hewitt

Final Resolution: Motion Carries

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

Executive Session

Real Property

Present: Commissioner James R. Guy, President
Commissioner Michael L. Hewitt
Commissioner Tom Jarboe
Commissioner Todd B. Morgan
Commissioner John E. O'Connor
Dr. Rebecca Bridgett, County Administrator
Ms. Jeannett Cudmore, Chief Financial Officer
Mr. George Erichsen, Director, Dept. of Public Works and Transportation
Mr. George Sparling, County Attorney
Donna Gebicke, Administrative Assistant

Authority: Real Property Acquisition

Time Held: 3:53 pm – 4:04 pm

Real Property

Present: Commissioner James R. Guy, President
Commissioner Michael L. Hewitt
Commissioner Tom Jarboe
Commissioner Todd B. Morgan
Commissioner John E. O'Connor
Dr. Rebecca Bridgett, County Administrator
Ms. Jeannett Cudmore, Chief Financial Officer
Mr. George Erichsen, Director, Dept. of Public Works and Transportation
Mr. George Sparling, County Attorney
Donna Gebicke, Administrative Assistant

Authority: Real Property Acquisition

Time Held: 4:05 pm – 4:19 pm

Personnel

Present Commissioner James, R. Guy, President
Commissioner Michael L. Hewitt
Commissioner Tom Jarboe

Commissioner Todd B. Morgan
 Commissioner John E. O'Connor
 Dr. Rebecca Bridgett, County Administrator
 Diane Gleissner, Boards and Committees Staff Liaison
 Donna Gebicke, Administrative Assistant

Authority: Personnel

Time Held: 4:20 pm – 4:28 pm

10. COUNTY ADMINISTRATOR TIME

I move to appoint members to Boards, Committees and Commissions with terms expiring as presented.

| Agriculture, Seafood & Forestry Board | Term |
|--|-------------|
| Raymond Dodson (partial) | 12/31/16 |
| Phil Langley (partial) | 12/31/16 |
| Airport Advisory Committee | |
| Philip Holzbauer (partial) | 06/30/16 |
| Brian Barthelme (partial) | 06/30/16 |
| Board of Trustees, Museum Division | |
| Victor Govier (partial) | 12/31/15 |
| Commission for Women | |
| Tamara Cherry Clarke | 06/30/18 |
| Marta Kelsey (reappointment) | 06/30/18 |
| Carrie Sager (partial) | 06/30/17 |
| Commission on Aging | |
| Philip Holzbauer | 06/30/18 |
| Janet Kellan (reappointment) | 06/30/18 |
| Juanita Nether (reappointment) | 06/30/18 |
| Commission on the Environment | |
| Mark Burroughs (reappointment) | 06/30/19 |
| Kimberle Egbert (partial) | 06/30/18 |
| Social Services Board | |
| Leisha Wood (reappointment) | 06/30/18 |

Susie Fowler (reappointment)

06/30/18

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

Final Resolution: Motion carries

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

11. ADJOURN

The meeting adjourned at approximately 4:35 pm.

Minutes approved by the Commissioners of St. Mary's County on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)