

Commissioners of St. Mary's County Meeting Minutes (Tuesday, September 18, 2018)
Generated by Bonnie Gray on Tuesday, September 18, 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 9:02 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 September 11, 2018, as presented.

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

Final Resolution: Motion Carries

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

2. PROCLAMATION(S)

Proclamations were presented for the following:

A. Constitution Week

B. Hispanic Heritage Month

3. RECOGNITION

A. DEPARTMENT OF EMERGENCY SERVICES - Recognition - Communications
Specialist William Yost

Present: Steve Walker, Director of Emergency Services
William Yost, Communications Specialist, and Family
Mr. and Mrs. Roberson and Baby Caroline Roberson

Mr. Yost was presented a Commendation for exemplary and meritorious service in providing assistance to the family of Caroline Roberson by maintaining a calm demeanor and providing lifesaving CPR instructions during an emergency call on April 2, 2018.

4. PRESENTATION

A. Invitation to the 72nd St. Mary's County Fair

Present: John Richards, President, St. Mary's County Fair Association

Mr. Richards officially invited the Commissioners to the County Fair which begins on Thursday, September 20, 2018 and runs through Sunday, September 23, 2018. He commented on the projects that have been completed to enhance the fairgrounds facility and thanked the many volunteers who make the County Fair a success.

5. PUBLIC HEARING

A. DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT - Public Hearing on the Proposed Amendments to the Comprehensive Water and Sewerage Plan 2017 Update

Commissioner President Guy opened the public hearing at 9:23 a.m.

Present: William Hunt, Director
Kathleen Easley, Deputy Director

Notice of public hearing was posted in *The Enterprise Newspaper* on August 24, 2018 and August 31, 2018. Chapter 113 of the *St. Mary's County Code* was amended in 2011 to require the St. Mary's County Comprehensive Water and Sewerage Plan (CWSP) be amended annually to incorporate the approved Capital Improvement Budget (CIB), of the St. Mary's County Metropolitan Commission (MetCom).

Commissioner Guy opened the public hearing for public comments.

There was no one signed up to speak. 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 9:26 a.m.

6. COUNTY ADMINISTRATOR

A. DRAFT AGENDAS FOR SEPTEMBER 25 AND OCTOBER 2, 2018.

B. DEPARTMENT OF AGING AND HUMAN SERVICES - Continuum of Care (CoC)

I move to approve the Continuum of Care request for \$4,500 to proceed with the annual Point In Time and Community Resource Day and authorize Commissioner President Guy to execute the related documents.

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

Final Resolution: Motion Carries

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

C. DEPARTMENT OF AGING & HUMAN SERVICES - Medicare Improvements for Patients and Providers Act (MIPPA) Grant Award

I move to approve the Medicare Improvements for Patients and Providers Act (MIPPA) Grant Award, Projects #US1813, #US1818, and #US1819 from Maryland Department of Aging on behalf of the Department of Aging & Human Services for funding to increase outreach efforts and enrollment of Medicare Savings Programs in the amount of \$5,052 and the related budget amendment that includes decreasing grant funding by \$1,717 and County funding by \$156 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, O'Connor

D. DEPARTMENT OF FINANCE - Approve Budget Increase to Mosquito Control

I move to approve the increase to the Mosquito Control FY2019 Budget by \$6,000 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, Jarboe, Morgan, O'Connor

E. DEPARTMENT OF RECREATION AND PARKS - Modifications for Waterway Improvement Fund Program Grants

I move to approve the three Maryland Dept. of Natural Resources Waterway Improvement Fund grant modification documents to: extend the FY2014 County-wide Maintenance grant to June 30, 2019; to extend the FY2015 County-wide Maintenance grant to June 30, 2020; and to extend the FY2016 County-wide Maintenance grant to June 30, 2020, 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, Jarboe, Morgan, O'Connor

F. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION - Capital Project Update

Present: John F. Deatruck, Director

Mr. Deatruck presented an update on the Department of Public Works & Transportation's Capital Projects: FDR Boulevard; St. Mary's County Adult Detention Center Housing and Medical Units; Leonardtown Library and Garvey Senior Activity Center; Patuxent Park Revitalization; District 4 Sheriff Office; St. Mary's County Regional Airport; Charlotte Hall Convenience Center Access Road, Land Fill and other convenience centers; Ellis Road Living Shoreline Stabilization; St. Jerome Creek Navigational Dredging; St. Clements Island Museum; Northern Senior Center; Health Department Renovation; and Culvert replacements.

G. COUNTY ADMINISTRATOR - BoardDocs Implementation Plan

Present: Dr. Rebecca Bridgett, County Administrator

Dr. Bridgett presented the BoardDocs Implementation Plan to add Boards, Commissions and Committees to the electronic meeting software. This will enhance public transparency, increase opportunity for public engagement, and will more easily allow the County to meet the requirements of the Open Meetings Act with electronic prompts and more efficiently manage our record retention schedules. The BoardDocs Implementation Schedule provides for an estimated 4 or 5 boards per quarter to begin using BoardDocs, and anticipate 18-24 months to full implementation. The Ethics Commission will be exempt as their content is largely Executive.

H. COUNTY ADMINISTRATOR - Implementation of the Zucker System's Assessment of the County's Development Review Process Briefing

Present: Dr. Rebecca Bridgett, County Administrator

Dr. Bridgett provided an update on the County's implementation of recommendations made in the Zucker System's report dated May 29, 2017, for the County's Development Review Process.

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 and Litigation.

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

Final Resolution: Motion Carries

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

8. EXECUTIVE SESSION

A. PERSONNEL

Present: James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, 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: 11:08 am - 11:10 am
Location: John Savich Meeting Room
Purpose: To discuss personnel issues.

B. PERSONNEL

Present: James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, 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: 11:12 am - 11:15 am.
Location: John Savich Meeting Room
Purpose: To discuss personnel issues.

C. LITIGATION

Postponed

D. PERSONNEL

Present: James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, 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: 11:16 am - 11:27 am.

Location: John Savich Meeting Room

Purpose: To discuss personnel issues.

E. PERSONNEL

Present: James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, 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: 11:30 am - 11:43 am

Location: John Savich Meeting Room

Purpose: To discuss personnel issues.

9. MAIN AGENDA ACTION ITEMS

A. DEPARTMENT OF FINANCE - Bond Sale

I move to authorize the County Administrator to accept the bid for the Bond Award as certified by the Chief Financial Officer.

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

Final Resolution: Motion Carries

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

MOTIONS IN OPEN SESSION FROM EXECUTIVE SESSION

MOTION 1: I move to approve a 2.5% merit increase for the Golf Course Manager effective September 19th; and renew his contract, with existing terms and conditions remaining unchanged, for an additional two year period resulting in a contract end date of December 31, 2020, and authorize the Commissioner President to sign the related documents.

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

MOTION 2: Effective immediately, I move to approve the annual compensation of the Director of Recreation and Parks to \$127,000 and authorize the Commissioner President to sign the related documents.

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

Final Resolution: Motion Carries

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

10. ADJOURN

The meeting adjourned at approximately 12:05 p.m.

Minutes approved by the Commissioners of St. Mary's County on September 25, 2018.

BG
Bonnie Gray, Senior Admin. Coordinator