

**ST. MARYS COUNTY
BOARD OF COUNTY COMMISSIONERS MEETING
GOVERNMENTAL CENTER
Tuesday, March 25, 2008**

Present: Commissioner President Francis Jack Russell
Commissioner Kenneth R. Dement
Commissioner Lawrence D. Jarboe
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
John Savich, County Administrator
Betty Jean Pasko, Sr. Administrative Coordinator (Recorder)

CALL TO ORDER

Commissioner President Russell called the meeting to order at 7:30 am.

APPROVAL OF CHECK REGISTER

Commissioner Raley moved, seconded by Commissioner Jarboe, to authorize the Commissioner President to sign the Check Register for checks dated March 25, 2008, as submitted. Motion carried 5-0.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Dement, to adopt the minutes of the Commissioners meeting of March 11, 2008, as presented. Motion carried 5-0.

Commissioner Jarboe moved, seconded by Commissioner Dement, to adopt the minutes of the Commissioners meeting of March 17, 2008, as presented. Motion carried 5-0.

FINAL APPROVAL OF RECOMMENDED FY 2009 BUDGET TO TAKE TO PUBLIC HEARING ON APRIL 22, 2008

Present: Elaine Kramer, CFO, Dept. of Finance
Jeannett Cudmore, Deputy Director, Dept. of Finance

Ms. Kramer presented the FY2009 Recommended Budget document; i.e., St. Marys County Recommended Estimate of Revenues and Appropriations for Fiscal Year 2008-2009, for authorization to take to public hearing on April 22, 2008.

The 43-page budget document contains summaries and details for the Operating budget, Enterprise and Revolving funds, and the Capital Improvement budgets, as well as information and statistics of general interest, such as tax rates, debt statistics, and fund balance levels.

FY2009 Recommended Budget Totals:

Total Operating fund: \$327,489,851
Total Capital Projects fund: \$55,652,938

Ms. Kramer reviewed the budget document and requested that the Commissioners sign the Signature Page. The Budget Message is drafted and will be finalized following today's presentation and input from the Commissioners. The recommended Operating Budget General Fund totals \$194,207,564. Requests for positions totaled 49.5, of which 20.5 are recommended for the FY2009 budget. Of those 20.5 positions, seven are for the new Office of Human Services and are fully-funded by grants. An additional six positions are funded by grants: two each in Public Works and Transportation, Public Safety, and the Office of the Sheriff. In addition to the two grant-funded positions in the Office of the Sheriff, the addition of two deputies and two corrections officers is being proposed.

The Board of Education mutually agreed on a recurring funding level of \$76,138,492. This level allows full funding of the negotiated agreements, maintains fidelity to the Board of Education's class size goals, adds three positions toward the end of the year to help prepare for the FY2010 opening of the new Evergreen Elementary School, and provides the resources necessary for the continued implementation of the STEM program and other initiatives.

The budget reflects \$30,331,221 for the Office of the Sheriff, of which \$4,163,409 is expected to be funded by fees, charges for services, or grants (bulk is from County funding). The funding level incorporates almost \$1 million for improvements to and the increased cost of the retirement plan. The budget also includes 23 vehicles (replacement for 20 vehicles exempt financing).

The Office of Human Services adds seven positions and increased expenses over FY2008 by \$6,174,264, of which \$6,119,319 is funded by grants. The County funding for FY2009 is for transition costs.

The recommended operating budget utilizes revenues of \$193,289,564 of which \$15,106,643 is grants. The operating budget reflects a significant increase (20.3%) in property taxes due to State changes and previous underestimates. Income tax revenues are 2.2% lower than the FY2008 approved budget based on trend data and the State's change to personal exemptions.

The County has approximately \$11.4 million in unreserved undesignated fund balance; \$918,000 is being applied to non-recurring expenditures, such as technology and

equipment. Due the States budget situation and uncertainties and the potential impact on the County, the unutilized fund balance is being retained. Additionally, a Budget Stabilization Reserve of \$2.5 million has been established. This reserve can be used, should the State or economic situation continue to deteriorate, to cover increased resources, due to staffing and operating costs, for the Evergreen Elementary School, the Adult Detention Center expansion, and the College of Southern MD Wellness Center, projected for FY2010 and FY2011.

Commissioner Jarboe called attention to the 911 fee on Page 5. The actual for FY2007 was \$851,056. The figure approved for FY2009 is \$700,000. This issue was raised a couple of years ago and by a 3-2 vote, was not to be reduced. Ms. Kramer replied that rates have not been changed. The recommended budget figure is based on looking at current trend levels and actual figures to date. Commissioner Jarboe also expressed concern for the portable stage (\$130,000) still being reflected in the budget and added that fire and rescue has asked for increases and we have not decreased (percentage wise) as in the past.

The FY2009 Budget Public Hearing is scheduled for, Tuesday, April 22, 2008, at the Leonardtown High School.

Commissioner Raley moved, seconded by Commissioner Dement, to approve the FY2009 Recommended Budget, as presented and summarized on the Total Budget schedule, page two in our packages, to take to public hearing on April 22nd at the Leonardtown High School. Motion carried 4-1. (Commissioner Jarboe voted against the motion.)

Commissioner Mattingly moved, seconded by Commissioner Raley, that the Commissioners sign the Recommended Estimate of Revenues and Appropriations evidencing approval of the recommended budget. Motion carried 4-1. (Commissioner Jarboe voted against the motion).

Commissioner Dement moved, seconded by Commissioner Mattingly, with respect to the rate requests made by three entities, to take these rate changes to public hearing, as requested. They are: Hollywood VRS to increase their rate from .011 to .02; Lexington Park VRS to increase their rate from .011 to .02; Mechanicsville VFD to increase their rate from .044 to .051. Motion carried 5-0.

Commissioner Raley noted that the vote was unanimous to take the fire and rescue tax rate increase requests to public hearing and that the actual amount approved may be less than requested.

Commissioner Jarboe moved, seconded by Commissioner Dement, as it relates to vehicles in the FY2009 recommended budget, in order to take advantage of current prices and an interest rate of 2.9%, to authorize the CFO to proceed with an exempt financing, and bring a resolution to us for approval on April 1st, understanding that the amount financed will be adequate for both the FY2008 and FY2009 plan. Motion carried 5-0.

Commissioner Raley moved, seconded by Commissioner Mattingly, to direct the Contracting Officer to proceed with the immediate purchase of the planned replacement and new vehicles for FY2009, as outlined in our budget package here today. Motion carried 5-0.

COUNTY ADMINISTRATOR, PART I

1. Draft Agendas for April 1 and 8, 2008
2. **Dept. of Aging** (*Jennie Paige, Deputy Director; Peggy Maio, Fiscal Supervisor*)

Debbie Barker, Sr. I&A Mgr .and Denise Charlot, Americorp-Senior Rides were also in attendance.

Commissioner Dement moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner President Russell to execute the Maryland Senior Rides Demonstration Program grant application from the State of MD Department of Transportation, in the amount of \$25,250, to provide an affordable door-to-door transportation option to the senior citizen population with low to moderate incomes.

Motion carried 5-0.

3. **County Administrator** (*John Savich*)

Commissioner Jarboe moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner President Russell to sign the Employment Contract for the Food, Beverage, and Banquet Supervisor, at the Wicomico Shores Golf Course.

Motion carried 5-0.

4. **Dept. of Recreation, Parks, and Community Services** (*Phil Rollins, Director*)

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and authorize Commissioner President Russell to sign the FY09 USTA Mid-Atlantic Maryland grant application, requesting \$7,500, to assist with the renovation of the Seventh District tennis courts. Motion carried 5-0.

(Cynthia Brown, Community Services Division Mgr.;
Jackie Beckman, Highway Safety Coord., DPW&T)

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to sign the Community Traffic Program grant modification from the State Highway Administration, and to sign the related budget amendment, increasing the grant project budget by \$1,700, in accordance with the grant modification. Motion carried 5-0.

COMMISSIONERS TIME

The Commissioners highlighted events attended over the past week and personal interest items.

DEPT. OF HUMAN RESOURCES: EMPLOYEE LENGTH OF SERVICE AWARDS

Present: Sue Sabo, HR Director
June Robrecht, Deputy Director
Kathy Arnold, HR Specialist

St. Marys County Government employees received recognition and length of service awards as follows:

10 Years of Service

Richard W. Guy, Chad D. Hartzell, William E. Raddatz, Pamela F. Soffos, Patricia M. Stiegman, Michael A. Labanowski, Margaret E. Smith, Antonio J. Malaspina, John C. Bowman,
Rosalea D. Arnold, William R. Gunn, Eric S. Walker, Emory M. Johnson, Richard W. Russell,
Russell C. Trow, Gregory E. Mora, Michael D. Peacher, Julie Yingling, Wanda J. Lathroum
Thomas E. Reamy, Marguerite R. Boarman, Patricia L. Meyers, Deborah D. Barker, Donna L. Rustin
Theresa L. Bollinger, Michael A. Licausi, and Kathleen I. Tennison

15 Years of Service

Earl W. Young, Patricia L. Beall, Bruce A. Wade, George A. Erichsen, Stephen C. Goddard,
Darren Y. Alvey, Joseph S. Buckler, Stephen E. Myers, John T. Ucekay, Eugene A. Hayden,
Patricia L. Litten, Mark A. Smith, Teresa L. Weeks, Harold D. Young, and Joseph L. Suite

20 Years of Service

Delores M. Lacey, Lydia A. Wood, Mark A. Porter, Michael W. Peacher, Andrew J. Cusick,
Michael H. Gardiner, Charles M. Johnson, Frances Hammett, Mary A. Bowling,
Thomas A. Mattingly, Jr., and Tracy Schrock

25 Years of Service

Stanley J. Williams, Jr.

30 Years of Service

Gloria L. LeDonne, Dorothy P. Yates, Robert C. Cooper, Deborah M. Zylak, and Patricia E. Insley.

COMMUNITY EVENTS:

The Commissioners and County Administrator attended the following events:

- Change of Command and Retirement Ceremony and Reception for Rear Admiral Timothy L. Heely, USN, at 10:00 am, Naval Air Station, Patuxent River,

Hangar 101. Rear Admiral Heely was relieved by Rear Admiral William E. Shannon, USN

- Presentation of Federal STEM Education Funds by U.S. Congressman Steny Hoyer at the STEM Academy at Spring Ridge Middle School at 1:15 pm, 19856 Three Notch Rd., Lexington Park

The Commissioners returned to the Governmental Center at approximately 3:00 pm. to continue the business meeting.

COMMENDATION AND PROCLAMATION:

Commendation: Maryland 2007 Coach of the Year,
Presented to Brian Weisner, Head Coach, Great Mills High School Girls Basketball Team

Retirement Proclamation: Presented to Nettie Harold, Transportation Supervisor,
Department of Public Works & Transportation

COUNTY ADMINISTRATOR, PART II

- 5. Dept. of Economic and Community Dev.** (*Bob Schaller, Dir.; Hans Welch, Mgr., Business Dev.; Andrew Hanson, Development Associate, Osprey Property Company; James A. Brown, Jr., President, Victory Housing, Inc.*)

Commissioner Raley moved, seconded by Commissioner Jarboe, to approve and sign the support letter to the Department of Housing and Community Development for possible financial assistance for the Victory Woods Senior Housing Project. Motion carried 5-0.

- 6. Dept. of Recreation, Parks, and Community Services** (*Phil Rollins, Director*)

(Liz Passarelli, Real Property Manager, Office of the County Attorney)

Commissioner Raley moved, seconded by Commissioner Mattingly, to accept the Deed from Myron Palm, dated January 14, 2008, to convey ten acres, more or less, in the Eighth Election District, for use as recreation, park space, or open space, and to authorize the Commissioner President to sign the Certificate of Acceptance on behalf of the County and IRS Form 8283, Non-cash Charitable Contributions, for the benefit of Myron Palm. Motion carried 5-0.

Commissioner Dement moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner President Russell to sign the FY09 Maryland Historic Trust Preservation grant application for the Piney Point Lighthouse Keepers Quarters roof, and to sign the related letters of consent regarding easement conveyance and proof of matching funds. Motion carried 5-0.

(Arthur Shepherd, Recreation Div. Mgr.)

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to sign the FY09 Department of Health and Mental Hygiene, Developmental Disabilities Administration grant application/agreement documents, in the total amount of \$28,258, and the related certifications and assurances. Motion carried 5-0.

7. **Three Oaks Center** (*Harry S. Lancaster, Executive Director; Cynthia Brown, Community Services Division Manager, Dept. of Recreation, Parks & Community Services*)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize Commissioner President Russell to sign the Homeless Women Crisis Shelter Home Program grant award, and the related Sub-recipient Agreement, in the amount of \$201,723 for three years (\$67,241 per year) as a pass-through for the Three Oaks Center. Motion carried 5-0.

COMMISSIONERS TIME (CONTD)

Commissioner Dement presented clarified information about the Geographic Information System (GIS) project. Funding for GIS update was approved last September. The system is being funded via a State grant and will be used to upgrade address information for the 911 System used by emergency vehicles. Photography will be taken from a vehicle. No one will come on private property, unless requested, to photograph an address.

Bob Kelly, IT Director, added that there are approximately 15 cases per month where fire/rescue emergency vehicles report problems finding an address. Anyone with questions or concerns was encouraged to contact Mr. Kelly at 475-4200 x1013.

Commissioner Jarboe suggested letting the community know when the photography will be occurring in their neighborhoods, and that if they don't want pictures taken to notify the Commissioners that they feel very strongly and don't want the pictures taken of their private property (Patriot Act was referenced). Commissioner Jarboe also recommended conducting a public forum.

Commissioner Dement asked why the contract was bid on from out of State and whether local contractors bid on the project.

Commissioner Russell reiterated that the project is not set up to be an invasion of privacy. If there are multiple (5 addresses on a pole) addresses on a private roadway, it would be highly recommended to have the individual 911 address on each house. Commissioner Mattingly said it is required by the County code to have your five-digit address posted on your property.

Mr. John Savich said that the situation will continue to be monitored and the Board will be informed if there are other issues raised by the public.

MOTION TO ADJOURN

Commissioner Jarboe moved, seconded by Commissioner Dement, to adjourn. Motion carried 5-0.

AFTERNOON COMMUNITY EVENT:

The Commissioners attended the 2008 Maryland Day Ceremony at St. Clements Island Museum in Coltons Point which began at 5:00 PM.

Minutes Approved by the Board of County Commissioners on _____

Betty Jean Pasko, Sr. Admin. Coordinator