

BOARD OF COUNTY COMMISSIONERS' MEETING

Wednesday, November 16, 1977

Present: Commissioner James M. McKay, President
Commissioner Ford L. Dean
Commissioner J. Patrick Jarboe
Commissioner John K. Parlett
Edward V. Cox, County Administrator
Judith A. Mullins, Recording Secretary

(Commissioner Millison was not present.)

The meeting was called to order at 8:55 a.m.

READING AND APPROVAL OF MINUTES

The minutes of November 9, 1977 were read and corrected. Commissioner Jarboe made a motion to approve the minutes as corrected, seconded by Commissioner Parlett. All Commissioners present voted in favor.

ENCUMBRANCE VOUCHERS

Present: Harris Sterling, Director of Finance

Mr. Sterling presented the encumbrance vouchers for the Commissioners' review and approval. Commissioner Dean made a motion to approve payment of the bills as submitted, seconded by Commissioner Jarboe. All Commissioners voted in favor.

COMPUTERIZATION OF PAYROLL

Present: Harris Sterling, Director of Finance

As requested by the Commissioners at last week's meeting, Mr. Sterling recommended that the Commissioners approve the proposed payroll computerization program as presented by the Budget Officer because of improved reporting and it would also allow more time in his office for other duties.

Commissioner Jarboe made a motion to approve the computerized payroll plan and to authorize the Director of Finance and the Budget Officer to prepare the necessary

documents for Commissioner McKay's signature, seconded by Commissioner Parlett. Three Commissioners voted in favor, with Commissioner McKay voting against.

In closing Commissioner Parlett gave Mr. Sterling a cash report from the Metropolitan Commission and requested Mr. Sterling to review it from the standpoint of investments they have made.

GROUP HOME FOR THE MENTALLY RETARDED TASK FORCE

Commissioner Jarboe made a motion to appoint Edward Richard Guthrie to the Group Home for Mentally Retarded Task Force, seconded by Commissioner Parlett. All Commissioners present voted in favor.

CLEARINGHOUSE PROJECT NO. 78-10-375
HMO FEASIBILITY STUDY IN SOUTHERN MARYLAND
(ST. CHARLES HEALTH SERVICES, INC.)

The County Administrator presented the above-referenced clearinghouse project and recommended forwarding it to the State with the statement that it is not inconsistent with this agency's plans, programs or objectives.

ST. CLEMENT'S ISLAND AND POTOMAC RIVER MUSEUM

Correspondence was received from the Director of the St. Clement's Island and Potomac River Museum requesting authorization to expend certain budgeted funds for work at the museum; \$800 from the conservation account and \$100 of the exhibit budget. After discussion Commissioner Dean made a motion to authorize these expenditures, seconded by Commissioner Jarboe. All Commissioners present voted in favor.

ASSISTANT PLANNER
AUTHORITY TO HIRE

By memorandum dated November 16, 1977, the Personnel Officer requested authority to hire Mr. Robert Wynn, Jr. to the position of Assistant Planner in the Office of Land Use and Development, Grade 14, Base, effective December 5, 1977, said position being funded by the Coastal Management Program.

Commissioner Jarboe made a motion to grant this authority, seconded by Commissioner Parlett. All Commissioners present voted in favor.

EASEMENT AGREEMENT - RAILROAD RIGHT-OF-WAY (WARING)

The County Administrator presented an Easement Agreement by and between the Board of County Commissioners of St. Mary's County and Henry Thomas Waring for access across the railroad right-of-way for drainage improvements at Mr. Waring's property on Route 235. Commissioner Dean made a motion to approve said Easement Agreement, seconded by Commissioner Parlett. All Commissioners present voted in favor.

RESERVE FOR CONTINGENCY TRANSFER
"REPORT TO THE PEOPLE"

The County Administrator requested authority to transfer \$3,046.50 from the Reserve for Contingency for the production of the booklet "Report to the People". Commissioner Parlett made a motion to approve this transfer, seconded by Commissioner Dean. All Commissioners present voted in favor.

DUKEHART'S CREEK

The Commissioners agreed to conduct the proposed meeting with the legislators, residents of the Dukehart's Creek area and state officials on December 7 and directed the County Administrator to contact the appropriate parties for the meeting.

STUDY COMMITTEE - PROPOSED CROWN OIL REFINERY

The County Administrator stated that the Water Resources Advisory Committee is forming a special task force to do a study on the environmental and economic impact of the proposed Crown Oil Refinery at Hopkins Point. The Commissioners nominated Mr. Frank Gerred, Director, Land Use and Development, and Mr. Jack Witten to represent the County on this committee.

REQUEST FOR INFORMATION

The County Administrator requested the endorsement of the Commissioners for a more formal procedure in providing public information to interested parties, which would entail a written request and a charge for multiple copies. The Commissioners concurred with the request and directed that a request form applicable to everyone be established.

TRANSIT DEVELOPMENT PROGRAM - PHASE II

Present: Mr. John Weiss, Transportation Planner, TCC
Mr. Joe Cullison, Transportation Study Committee

Mr. Weiss appeared before the Commissioners to present an update of Phase II of the Transit Development Program and discussed such areas as present services, goals, management and fiscal alternatives, and local and regional recommendations.

Since it had not been included in this report, Mr. Weiss was requested to coordinate his efforts with the St. Mary's County Public School Transportation System.

PRESS CONFERENCE

Present: Jack Kershaw, Enterprise
Sunny Schust, Enterprise
Ingrid Buehler, Beacon
Paula Smith, WPTX

The regular semi-monthly press conference was held at this time. A tape of the conference is on file in the Commissioners' Office.

TOUR OF TECH CENTER HOUSE PROJECT

The Commissioners recessed their meeting at 12:00 Noon and reconvened at 1:00 p.m. to tour the Tech Center House Project on Route 5.

NAS FILM

After the tour of the Tech Center House Project, the Commissioners participated in a film project of the Naval Air Station and returned to the Courthouse at 2:30 p.m.

EXECUTIVE SESSION

Present: John Norris, County Engineer
Dan Ichniowski
Joseph Ernest Bell, County Attorney

The Commissioners agreed to meet in Executive Session in order to discuss matters of possible litigation. The Session was held from 2:30 p.m. to 3:30 p.m.

COLONY SQUARE SUBDIVISION (ACCEPTANCE OF DEED)

Present: John Norris, County Engineer

The County Engineer presented a Deed dated August 11, 1977 by and between Lexington Park Development Corporation and St. Mary's County for portions of Missouri Avenue and all of Flower Drive in Colony Square Subdivision.

Mr. Norris stated that this matter had been discussed previously by the Board and it had been decided that because the repairs required on these portions of those roads were minor and due to the fact that the original developer who built those streets is no longer active in the subdivision or available, and because these streets were built to standards in existence at the time the subdivision was approved, the county would assume the maintenance repairs and accept these streets into the County Highway Maintenance System. This action would allow the current developer to complete the remaining streets in accordance with county standards and present them for acceptance into the CHMS.

Commissioner Jarboe made a motion to accept the above-referenced Deed, seconded by Commissioner Parlett. All Commissioners present voted in favor.

ST. MARY'S COUNTY GOVERNMENTAL CENTER AT LEONARD HALL

Present: John Norris, County Engineer

The County Engineer submitted a proposal from The Davis Corporation for various increases in the scope of services at the Governmental Center at Leonard Hall project as follows:

1. New Telephone Area in Boiler Room
2. Meeting Room Changes
3. Cabinet Work
4. Copper Busses in Lieu of Aluminum
5. Changes in Treasurer's Office
6. Install Phone Alcove

Mr. Norris requested authorization by the Board to increase this project by \$10,866. After discussion, Commissioner Jarboe made a motion to approve the increase of this project by an amount not to exceed \$10,866, seconded by Commissioner Parlett. All Commissioners present voted in favor.

ST. MARY'S COUNTY PUBLIC SCHOOLS
BUILDING NO. 4 - LEONARD HALL

Present: John Norris, County Engineer

Mr. Norris presented a request from Dr. King, Superintendent of Schools for certain improvements to Building No. 4 at Leonard Hall prior to their occupancy, including an increase in the men's room facilities, carpeting to be installed in the superintendent's office, that the Board of Education be allowed to use the County Commissioners' Conference Room at Leonard Hall for their meetings and further that a central heating and air conditioning system be installed in the lower level of Building No. 4.

The County Engineer was directed to design the heating and air conditioning system and bid the project.

UPDATE OF SUBDIVISION REGULATIONS

Present: Frank Gerred, Director of Land Use and Development

The Commissioners agreed that Mr. Gerred should schedule the public hearing for the update of the subdivision regulations for December 14 at 7:30 p.m. at the Tech Center.

COMPREHENSIVE REZONING - ELECTION DISTRICT PLANS

Present: Frank Gerred, Director, Land Use and Development

Mr. Gerred reviewed with the Commissioners the procedures and the timetables for the comprehensive zoning of the various election district plans, and submitted the proposed schedules for data analysis, submission of suggested changes, Planning Commission and County Commissioner public hearings, etc. The Commissioners expressed agreement with the timetable and stated they would try to attend as many public hearings as possible.

ZONING ORDINANCE UPDATE

Present: Frank Gerred, Director, Land Use and Development

Mr. Gerred suggested that the Commissioners appoint one or two members from their Board to work with him to review various problems of the Zoning Ordinance after which time other groups, including the Planning Commission would review these problem areas. The Commissioners concurred with this suggestion.

ZONING ORDINANCE - "OFFICIALLY APPROVED PLACE"

Commissioner Dean referred to the definition of "lot" within the Zoning Ordinance which refers to an "officially approved place" and stated that the definition does not identify how a place is officially approved. Therefore, Commissioner Dean made a motion that the Director of Land Use and Development be given the authority to officially approve under the terms of the St. Mary's County Zoning Ordinance a "place" as per the definition of same contained on Page III-19 of the Zoning Ordinance and further that the "place" so designated has a minimum width of 50 feet and that it be consistent with the Minor Subdivision Resolution of the Planning Commission. Commissioner Jarboe seconded the motion. All Commissioners present voted in favor.

REZONING CASE NO. 75-5
J.F. THEATRES, INC.

Commissioner Dean submitted a position paper on the above referenced rezoning case and after discussion made a motion that this position paper on Rezoning Case No. 75-5 be sent to the attorney for the applicant and the County Attorney and the attorney to the Planning Commission stating that it has the concensus of endorsement of the County Commissioners and that if the applicant's attorney should desire further information, he should return to the Commissioners and discuss it with them, seconded by Commissioner Jarboe. Three Commissioners voted in favor with Commissioner McKay voting against. A tape of the proceeding is on file in the Commissioner's office.

BUILDING PERMIT PROCEDURE REVIEW COMMITTEE

Commissioner Dean recommended the establishment of a Building Permit Procedure Review Committee consisting of a representative from the Office of Land Use and Development, Health Department, Metropolitan Commission and Soil Conservation Service and also five people in the building and developing trade. This Committee would review the building permit procedures to see if there are any areas that can be improved and offer constructive criticism. The Commissioners gave their concurrence with the concept of this committee.

MEETING WITH NAVY OFFICIALS

Commissioner Jarboe stated that it has been some time since the Board has invited the Navy to meet with them to discuss areas of mutual concern and felt that it was appropriate to schedule such a meeting in the near future.

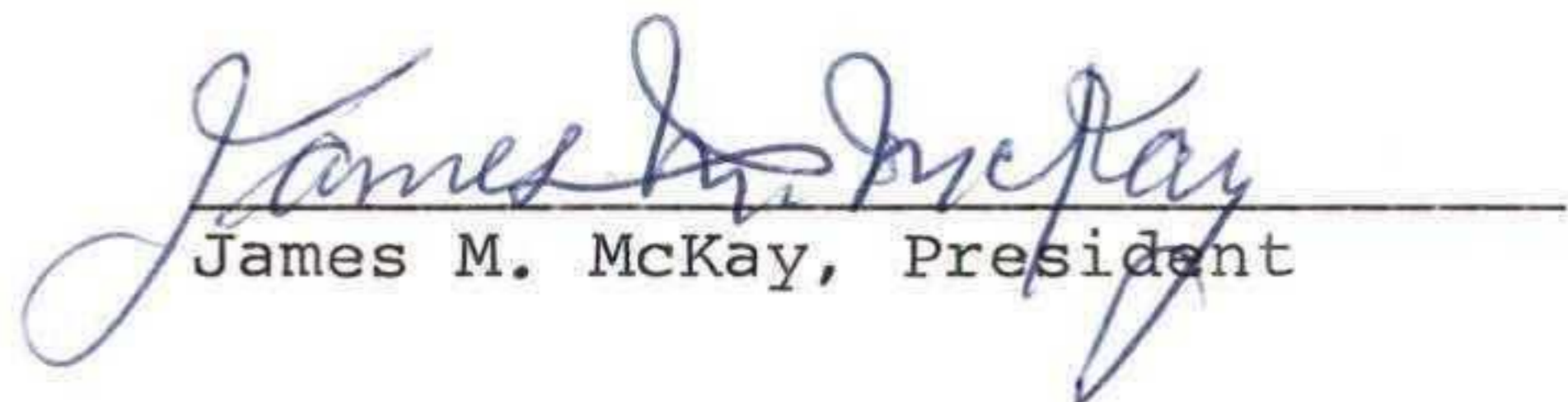
BOARD OF EDUCATION ATTORNEY

As per the request of the Board of Education, Commissioner Jarboe made a motion to approve the setting of the Board of Education's attorney's salary at \$3,000 per year, seconded by Commissioner Dean. All Commissioners present voted in favor.

EXECUTIVE SESSION

The Commissioners agreed to meet in Executive Session in order to discuss appointments to Boards, Committees and Commissions. The Session was held from 5:25 p.m. to 5:35 p.m.

The meeting adjourned at 5:35 p.m.


James M. McKay, President