

BOARD OF COUNTY COMMISSIONERS' MEETING

Tuesday, February 5, 1985

Present: Commissioner George R. Aud, President
Commissioner Larry Millison, Vice President
Commissioner Richard D. Arnold
Commissioner Ford L. Dean
Commissioner David F. Sayre
Edward V. Cox, County Administrator
Judith A. Spalding, Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:15 a.m.

APPROVAL OF MINUTES

Commissioner Arnold moved, seconded by Commissioner Sayre, to approve the minutes of the Commissioners' meeting of Tuesday, January 29, 1985. Motion carried.

SEWAGE EASEMENT REQUEST

LOFFLER CONSTRUCTION

BAY-BUILT BOAT WORKS (ST. MARY'S INDUSTRIAL PARK)

Present: David W. Morgan, Economic Development Coordinator

Mr. Morgan appeared before the Commissioners to request approval of a sewage easement of 10,000 square feet on county property for use by Loffler Construction Co. for the Bay-Built Boat Works at the St. Mary's Industrial Park. He stated that the County had given permission for a percolation test on county-owned land and the soils have been found to be suitable for an on-site septic system. Also requested by the developer is a 20-foot repair and construction easement around the easement area.

Mr. Morgan requested the following:

- 1) That the Commissioners agree in principle to have a sewage easement on county-owned property in connection with the Bay-Built Boat Works business;
- 2) That the County Attorney be requested to prepare appropriate documents to grant the easement to Loffler Construction;
- 3) That the President of the Board be authorized to sign the documents.

In conclusion, Mr. Morgan pointed out that the plans have been reviewed by adjacent property owners and they have no objection to the county granting the sewage easement as requested.

After discussion, Commissioner Millison moved, seconded by Commissioner Arnold, to grant the request as presented. Motion unanimously carried.

TRI-COUNTY COUNCIL EXECUTIVE MEETING

Commissioner Arnold advised that on Thursday, February 14 there will be a Tri-County Council Executive meeting at the Senate Office Building in Annapolis at 4 p.m. He stated that Mr. Outten of the Department of Natural Resources Shellfish Program will be in attendance to discuss the seeding program and other areas of concern.

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) APPOINTMENT
ST. MARY'S COUNCIL ON CHILDREN AND YOUTH

Commissioner Arnold moved, seconded by Commissioner Aud, to appoint Wayne Guy to the St. Mary' Council on Children and Youth for a term to expire December 31, 1986. Motion carried.

2) CLEARINGHOUSE PROJECT NO. MD. 850124-0248
STATE CONSOLIDATED LAND PRESERVATION AND
RECREATION PLAN

The County Administrator presented the referenced clearinghouse project for review by the Board and recommended that it be forwarded to the State with the comment that it is not inconsistent with this agency's plans, programs or objectives. The Commissioners gave their concurrence.

3) CORRESPONDENCE TO TRI-COUNTY COUNCIL
REGIONAL INFORMATION CENTER

The County Administrator presented correspondence for the Commissioners' review and signatures addressed to Tri-County Council indicating the County's agreement to participate with Calvert and Charles counties in the Southern Maryland Visitors' Information Center project. The Commissioners agreed to sign and forward said letter.

4) BUDGET AMENDMENTS

The County Administrator presented the following budget amendments recommended for approval by the Budget Director with justifications as indicated:

No. 85-53
Recreation and Parks

Justification: To provide funds for overexpenditure of budget authority for lapse money estimated in Second District Park development.

No. 85-54
County Engineer

Justification: County Commissioners' decision of 9/18/84 to provide \$100,000 in additional funding for highway maintenance/engineering facility at St. Andrews. Excess funding authority in this phase of Lexington Park Storm Drainage project.

No. 85-55
County Engineer

Justification: To move budget authority to accounts which had contracts executed FY '84, but costs were not expensed until FY '85.

Commissioner Arnold moved, seconded by Commissioner Dean, to approve and authorize Commissioner President Aud to sign said Budget Amendments. Motion carried.

5) ZONING AMENDMENT RESOLUTION NO. 85-3
TEXT AMENDMENT TO ZONING ORDINANCE
ZONE #84-0747 - HOME OCCUPATIONS

The Commissioners having conducted a public hearing on October 16, 1984 and held subsequent decision discussion, Commissioner Dean moved, seconded by Commissioner Arnold, to approve and sign said Zoning Amendment Resolution. Motion unanimously carried.

6) PERSONNEL

The County Administrator presented the following personnel items for action by the Board:

a) Administrative Leave
Landfill Operation

Memorandum dated January 22, 1985 from County Engineer requesting that certain landfill workers be paid at the overtime rate for hours worked on December 24 and December 31, 1984, which had been declared holidays by the Board of County Commissioners.

Commissioner Aud moved, seconded by Commissioner Arnold, to approve this request. Motion unanimously carried.

b) Department of Economic & Community Development
Resource/Service Coordinator Position

Memorandum dated January 31, 1985 from Personnel Officer requesting authority to establish and begin hiring process of a Resource/Service Coordinator, Grade 11, in the Department of Economic & Community Development. Funds for the position are available in the Section 8, "Project Self-Sufficiency" grant. The position is to be announced in-house.

Commissioner Dean moved, seconded by Commissioner Aud, to grant this authority. Motion unanimously carried.

c) Promotion of Social Services Worker

Memorandum dated January 29, 1985 from Personnel Officer stating that Mr. Carter, Director of Social Services has requested approval of the reclassification of the Social Services Worker position from Grade 9 to Grade 10 and further that the incumbent, Janell J. Shaffer-Yoder, be promoted to that position, effective February 8. (This position was transferred from Department of Social Services to County payroll effective July 1984 and is funded by the Adult Foster Care budget.)

Commissioner Dean moved, seconded by Commissioner Arnold to approve this request. Motion unanimously carried.

d) Office of Purchasing and Logistic Services
Conversion of Temporary Intermittent Appointment
to Permanent Part-Time

Memorandum dated January 31, 1985 from Personnel Officer advising that the Director of Purchasing and Logistics has requested that Nancy Kolwey's temporary part-time status be converted to permanent part-time so that she may receive benefits.

Commissioner Arnold moved, seconded by Commissioner Aud, to approve this request. Motion carried.

EXECUTIVE SESSIONS DISCUSSION

Commissioner Millison suggested that the Board give consideration to either having a tape recorder or a recording secretary present during Executive Sessions in order to insure that the Open Meetings Law is adhered to and for the protection of those present.

The Commissioners agreed to give consideration to this suggestion in a month's time.

DEPARTMENT OF RECREATION AND PARKS
AWARDING OF BID FOR BLEACHERS

Present: John Baggett, Director, Recreation and Parks

Mr. Baggett presented the bid tally sheet for the purchase of bleachers at various county parks and recommended awarding the bid to the lowest bidder, Sturdisteel Company in the amount of \$5,800.

Commissioner Dean moved, seconded by Commissioner Aud, to accept Mr. Baggett's recommendation. Motion unanimously carried.

DISSOLUTION OF NURSING HOME BOARD

Commissioner Dean moved, seconded by Commissioner Aud that the Commissioners officially dissolve the Nursing Home Board consistent with the Memorandum of Agreement previously executed with St. Mary's Nursing Home, Inc. Motion unanimously carried.

ST. MARY'S COUNTY LIBRARY BOARD

In response to the request presented by the Library Board at last week's meeting, Commissioner Dean recommended that the Commissioners accept the Budget Director's recommendations, as set forth in his January 29 memorandum, to provide \$9,000 supplemental funds to the Library Trustees in FY '85 and \$4,000 in additional funds in FY '86. The Commissioners concurred in this recommendation.

AIRPORT COMMISSION REQUEST
ACQUISITION OF LAND

Commissioner Dean suggested that the Commissioners discuss the Airport Commission's request regarding acquisition of land for the completion of items enumerated in the Airport Master Plan in Executive Session in that all parties involved are awaiting a response. (This will be an item for the next Commissioners' agenda.)

OFFICE OF COUNTY ENGINEER ITEMS

Present: John Norris, County Engineer

1) Nursing Home Site Plan

Also Present: George Smith, Director, Nursing Home
Dan Capper, Nursing Home Bldg. Committee
Joe Tolson, "
Lou Huber, Housing & Health Services
Bill Gaudreau, Architect

As a follow to the Commissioners' meeting of January 22, 1985, the County Engineer presented a revised site plan for the new nursing home and pointed out several areas of concern that need to be resolved prior to final approval of the property boundary lines for the two properties, the Nursing Home and the current nursing home, which will be the Health Department building.

The Commissioners and those present discussed the requirements for submitting the application to Housing and Urban Development (HUD) in order to obtain insurance for the bond debt.

Mr. Huber explained that a site plan and an option agreement were required to be submitted with the application and that he believed future amendments could be made as long as they were not major.

After discussion, Commissioner Dean moved, seconded by Commissioner Arnold, to authorize St. Mary's Nursing Home, Inc. to submit the site plan as presented on January 22, 1985 provided that future modifications can be made to accommodate the concerns raised by the County Engineer. Motion unanimously carried.

2) SNOW REMOVAL UPDATE

Mr. Norris stated that the Highway Department has been called out seven times for ice or snow this season and that \$52,000 of the \$65,000 budgeted has been expended.

3) MARYLAND FARM BUREAU
1985 POLICY - ROAD RESURFACING

The County Engineer brought to the Commissioners' attention a recommendation by Maryland Farm Bureau for counties and SHA in resurfacing roads to leave hazardous objects adjacent to the pavement; i.e., trees and telephone poles. Mr. Norris stated that the County's 10 and 4 program is consistent with the Farm Bureau's recommendation.

4) REQUEST FOR ADDITIONAL ALLOCATION
CARVER HEIGHTS
VEHICLE MAINTENANCE SHOP

The County Engineer advised that approval has been received from the State to use Stevens Landfill as the dumping site for the residue materials from Carver Heights and the cost to move this material will be \$10,000 using the rental contract.

In addition Mr. Norris indicated that there are some items that had to be purchased for the Vehicle Maintenance Shop that had not been anticipated at a cost of \$11,000.

He stated that there may be cost savings in some capital project accounts; i.e., McIntosh Road and Bridge.

After discussion the Commissioners agreed to approve the additional allocation to the County Engineer's Office, source of funds to be determined by Budget Director, and further, that appropriate Budget Amendments are to be prepared and submitted to the Board for approval.

5) MAINTENANCE OF HIGHWAY VEHICLES

The County Engineer brought to the Commissioners' attention the fact that \$50,000 has been expended of the \$60,000 budgeted for vehicle maintenance. He stated that because of additional equipment that will require maintenance, another \$20,000 will be needed prior to the end of the current fiscal year. Mr. Norris stated that there may be funds in the Solid Waste Account (\$10,000) and Fuel Account (\$10,000), however, he will return to the Board with specific recommendations at a later date.

REORGANIZATIONAL ISSUES

Commissioner Dean advised that the County Administrator had submitted a memorandum dated January 21, 1985 to the Board requesting consideration for certain organizational issues.

- 1) Transfer to the public school system the administration of the transportation service to private schools.

It was agreed that prior to making a decision the various interested parties be contacted for comment and that some time in the future a public meeting will be held to present the proposal and to receive comment.

- 2) Transfer to the Office of County Engineer the house-keeping responsibilities for county-owned facilities.

- 3) Officially establish the Department of Public Works and name the County Engineer as its Director.

Commissioner Dean moved, seconded by Commissioner Aud, to implement Items (2) and (3) as set forth in the January 21 memorandum at a date to become effective upon recommendation of the County Administrator. Motion unanimously carried.

- 4) Redefine the responsibilities of the Department of Purchasing and Logistics to accentuate centralized purchase and inventory control. The purpose of Purchasing and Logistic Services will be to effect a stronger central purchasing system and to establish central control of inventory.

Commissioner Dean moved, seconded by Commissioner Aud to adopt Item (4) as set forth in the January 21 memorandum. Motion unanimously carried.

PRIVATE WATER COMPANY'S FRANCHISE AREA

Present: Frank Gerred, Director, Office of Planning & Zoning
Larry Petty, Director, Metropolitan Commission

In response to an inquiry by the Commissioners relative to correspondence dated November 19, 1984 from Attorney James Kenney, the referenced individuals appeared before the Commisisoners to advise that the franchise area of the Greenview Knolls Water Company, Inc. meets existing county and Metropolitan Commission policies.

EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator

Commissioner Aud moved, seconded by Commissioner Dean, to meet in Executive Session in order to discuss a matter of Personnel. Motion unanimously carried. The Session was held from 11:25 a.m. to 11:45 a.m.

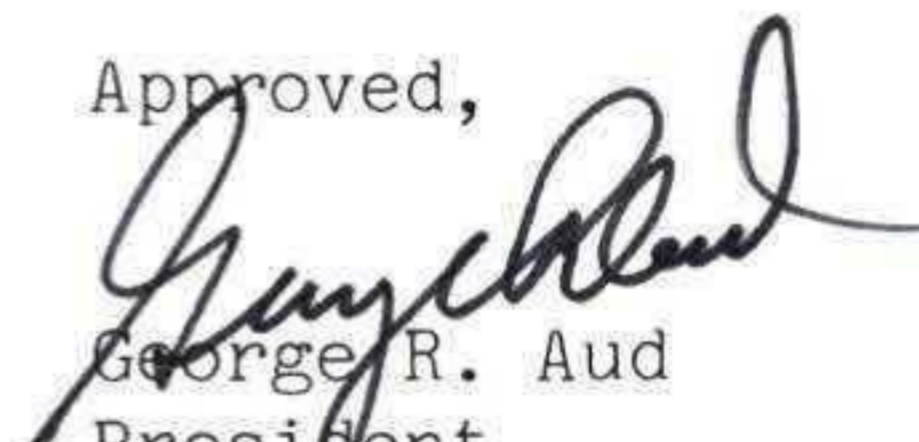
PROCLAMATION NO. 85-
VOCATIONAL-EDUCATION WEEK

The Commissioners presented the referenced Proclamation designating the week of February 11-16, 1985 as Vocational Education Week in St. Mary's County.

ADJOURNMENT

The meeting adjourned at 11:55 a.m.

Approved,



George R. Aud
President