

BOARD OF COUNTY COMMISSIONERS' MEETING

Tuesday, April 2, 1985

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

(Commissioner Millison was not present.)

CALL TO ORDER

The meeting was called to order at 9:10 a.m.

APPROVAL OF MINUTES

Commissioner Dean moved, seconded by Commissioner Arnold, to approve the minutes of the Commissioners' meeting of Tuesday, March 26, 1985 as submitted. Motion carried.

APPROVAL OF BILLS

Commissioner Aud moved, seconded by Commissioner Arnold, to approve payment of the bills as submitted. Motion carried.

PRESENTATION OF PETITION
CHINGVILLE ROAD IMPROVEMENTS

Present: Irvanette Hall

Mrs. Hall appeared before the Commissioners to present a petition containing 366 signatures of individuals who live on or use Chingville Road requesting improvements and/or reconstruction of the road in order to make it safe to travel.

The Commissioners advised that this project has been included in the Department of Public Works Recommended Capital Improvement budget; however, they would present the petition to Mr. Norris.

Later in the meeting the Commissioners brought the referenced matter to Mr. Norris' attention and he stated that he would respond to the petitioners giving them the schedule for improvements and advising that a number of construction easements will be needed along Chingville Road.

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) 1985 LEGISLATIVE ITEMS UPDATE

Mr. Cox presented a updated status sheet of the legislative items pertaining to St. Mary's County and stated that there will be one more update after the end of the Legislative Session.

2) BUDGET AMENDMENT NO. 85-72
ECONOMIC & COMMUNITY DEVELOPMENT

The County Administrator presented the referenced Budget Amendment recommended for approval by the Budget Director with the following justification: Transfer grant authority between CDBG and State Economic and Community Development. CDBG balance funded in FY '86 Recommended Budget.

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

3) APPOINTMENTS
BOARDS, COMMITTEES AND COMMISSIONS

Doncaster Youth Center Advisory Committee

Commissioner Sayre moved, seconded by Commissioner Dean, to forward correspondence to Juvenile Services Administration nominating Mrs. Mary Novotny to the Doncaster Youth Center Advisory Committee. Motion carried.

St. Clements Island Potomac Museum Board

Commissioner Sayre moved, seconded by Commissioner Arnold, to appoint Judy Gibson to the St. Clements Island Potomac Museum Board to complete an unexpired term ending December 31, 1986. Motion carried.

4) REQUEST FOR ADDITIONAL LAW ENFORCEMENT MANPOWER

The County Administrator presented correspondence to the Maryland State Police requesting consideration for additional State Police coverage in St. Mary's County. The Commissioners agreed to sign and forward said letter.

5) STORMWATER MANAGEMENT GRANT AGREEMENT MODIFICATION

The County Administrator presented the Modification to the Grant Agreement for the Stormwater Management Program between State of Maryland, Department of Natural Resources (Water Resources Administration) and St. Mary's County.

In addition, Mr. Cox presented Budget Amendment No. 85-73 which allows for the purchase of equipment as authorized by the referenced Grant.

Commissioner Arnold moved, seconded by Commissioner Sayre, to approve and authorize Commissioner President Aud to sign said Grant Agreement Modification for Stormwater Management Program and further to approve and authorize Commissioner President Aud to sign Budget Amendment No. 85-73. Motion carried.

6) LEASE PURCHASE AGREEMENT
DEPARTMENT OF PUBLIC WORKS

The County Administrator presented the Lease Purchase Agreement between Union Tidewater Finance Company, Inc. and St. Mary's County for the acquisition of certain vehicles for the Department of Public Works. Attached to Agreement were various exhibits including a description of the vehicles.

Commissioner Arnold moved, seconded by Commissioner Dean, to approve and authorize Commissioner President Aud to sign said Lease Purchase Agreement. Motion carried.

7) ACTION - NOTICE OF GRANT AWARD
RETIRE SENIOR VOLUNTEERS PROGRAM

The County Administrator presented the ACTION - Notification of Grant Award in the amount of \$33,000 for the Office on Aging's Retired Senior Volunteers Program (RSVP) for the period April 1, 1985 - March 31, 1986.

Commissioner Sayre moved, seconded by Commissioner Dean, to approve and authorize Commissioner President Aud to sign said NGA. Motion carried.

8) AGREEMENT
ALTERNATIVE SEWAGE DISPOSAL SYSTEM

The County Administrator presented an Agreement and Easement for an Alternative Sewage Disposal System by and between Samuel M. Bailey and the Board of County Commissioners of St. Mary's County.

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

LEXINGTON PARK ELEMENTARY SCHOOL ADDITION/ALTERATIONS

Commissioner Dean reiterated the request made by Dr. Lorton at last week's meeting with regard to funding assistance for the referenced project. The project had been bid and the bids were in excess of the State allocated funds, and the County had been requested to provide funding. Commissioner Dean stated that after having discussions with Dr. Stenzler of the IAC and with Dr. Lorton, it is his recommendation that the project be redesigned and resubmitted to the Interagency Committee for a review and possible increased allocation of funds. Preliminary indications are that up to \$75,000 may be available from the State in increased funding. After the project is rebid and subject to increased funding by the State, the Commissioners would make a final decision on increased funding.

The Commissioners gave their concurrence with this recommendation.

DEPARTMENT OF PUBLIC WORK ITEMS

Present: John Norris, Director

1) CHINGVILLE ROAD PETITION

Relative to discussion earlier in the day with Mrs. Irvanette Hall, the Commissioners gave the petition for improvements to Chingville Road to Mr. Norris. Mr. Norris stated that he would prepare correspondence to the petitioners giving the schedule for the Chingville Road reconstruction project and further advising that construction easements will be needed from some of the property owners.

2) CORRESPONDENCE TO GENERAL SERVICES
PROJECT NO. SM 84-7-1

Mr. Norris presented correspondence for Commissioner Aud's signature addressed to Department of General Services requesting the schedule for completion of the Southern Maryland Regional Library Resource Center project when it is received from the architect. The letter also requests that DGS assume the responsibility of reviewing the feasibility of utilizing the sewage disposal system at the Maryland Veterans' Home.

Commissioner Arnold moved, seconded by Commissioner Sayre, to authorize Commissioner President Aud to sign said letter. Motion carried.

3) ROAD RESOLUTIONS

The County Engineer presented the following Road Resolutions for the Commissioners' review and approval:

R 85-8

Designating Valley Lane as a Stop Street as it intersects with McKays Beach Road, 2nd Election District.

R85-9

Designating Lyard Road as a Stop Street as it intersects with Snow Hill Road, 8th Eighth Election District.

R85-10

Designating the following streets in Society Hill Subdivision (3rd Election District) as Stop Streets:

White Oak Rd. as it intersects with Monterey Place;
Enoch Rd. as it intersects with White Oak Rd.;
Enoch Rd. as it intersects with Magee Drive;
Magee Drive as it intersects with White Oak Rd.;
Armstrong Drive, in a southerly direction, as it intersects with Cooper Drive;
Armstrong Drive, in a northerly direction, as it intersects with Cooper Drive;
Armstrong Drive as it intersects with Knight Rd.;
Starling Court as it intersects with Armstrong Drive;
Hawk Court as it intersects with Armstrong Drive;
Bluebird Court as it intersects with Hawk Court;

R85-11

Designating Autumnwood Drive as a Stop Street as it intersects with Hill and Dale Drive, Big Oak Subdivision.

Commissioner Arnold moved, seconded by Commissioner Sayre, to approve and authorize Commissioner President Aud to sign the Road Resolutions as referenced above. Motion carried.

4) TRANSFER OF FUNDS TO BUILDING MAINTENANCE

Mr. Norris brought to the Commissioners' attention the following unanticipated unfunded building maintenance expenses:

\$ 3,000 for removal of asbestos pipe and elbow wrap in boiler room at Tri-County Youth Services Bureau building;

\$ 4,000 for renovation project on third floor of Governmental Center building;

\$ 3,000 for work on second floor of Governmental Center building.

\$10,000 - Total.

Mr. Norris indicated that a determination will be made after a May report as to availability of funds from other project accounts. Mr. Norris requested authorization from the Board at this time to make the necessary transfers when the sources of funds are determined. He stated that he would work with the Budget Director on this matter.

The Commissioners gave their concurrence.

5) VEHCILE MAINTENANCE

The Director of Public Works advised the Commissioners that there are a few maintenance billings that need to be processed and requested authorization from the Board for a transfer of funds in the amount of \$15,000 from his 29-74 Account (Misc./Other) to Vehicle Maintenance (24-36). Mr. Norris further requested that if the above transfer is approved, that Commissioner President Aud be authorized to sign the appropriate documents.

Commissioner Dean moved, seconded by Commisioner Arnold, to grant authorization for the transfer as requested and for Commissioner Aud to sign the necessary documents. Motion carried.

EXECUTIVE SESSION

Present: John Norris, Director, Public Works
Edward V. Cox, County Administrator

Commissioner Aud moved, seconded by Commissioner Dean, to meet in Executive Session with the Director of Public Works in order to discuss a matter of Personnel and to continue in Executive Session with the County Administrator to discuss a matter of Personnel. Motion carried. The Session was held from 10:15 a.m. to 10:30 a.m.

COUNTY DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT

Present: Joseph Mitchell, Director

1) HOME OWNERSHIP PROGRAM

Mr. Mitchell advised the Commissioners that HUD has announced a proposal for a home ownership program, and that the County's Tubman-Douglass project will be one of the first to be considered. He stated that the County has proposed this type of program a couple of years ago. Mr. Mitchell stated he would keep the Commissioners apprised of this project.

2) COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Mr. Mitchell explained the CDBG Program in which the County has been participating and requested authority to amend the Application to use all of the "Loans to Landlords" funds at one site located in Lexington Park, Maryland. He stated that the landlord is willing to price 49 units at low to moderate income levels and the planned amendment is to locate all CDBG funds (\$210,000) for these units.

After some discussion Commissioner Dean moved, seconded by Commissioner Arnold, to approve and authorize the amendment to the Block Grant and further to authorize Commissioner President Aud to sign correspondence to HUD regarding the CDBG application. Motion carried.

3) ST. MARY'S COUNTY COMMUNITY DEVELOPMENT CORPORATION

Mr. Mitchell advised that HUD has requested that the County establish a private, non-profit development corporation appointed by the Board of County Commissioners for the administration of HUD loans. The nine-member Corporation would be a subrecipient of the block grant funds and the County Attorney's Office and Housing Office would be represented on the Board.

After discussion the Commissioners approved the concept of the establishment of such a Board and requested Mr. Mitchell to develop particulars regarding the corporation and return to the Commissioners for formal approval.

4) ANNOUNCEMENT OF NEW INDUSTRY IN COUNTY
CIS (CONGRESSIONAL INFORMATION SERVICE, INC.)

Also Present: David W. Morgan, Economic Development Coordinator
Bill Smith, Director of Manufacturing, CIS
Charles Palmer, EDC

Mr. Morgan introduced Mr. Smith to the Commissioners and advised that CIS will be locating its manufacturing plant to St. Mary's County. Mr. Smith stated that the business, which produces microfiche filming for the government information, will be located at the Wildewood Technological and Professional Park in Hollywood and will create from 40-50 jobs. Operation is anticipated to begin in January of 1986.

The Commissioners thanked the referenced individuals for the presentation and welcomed Mr. Smith to St. Mary's County.

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ST. MARY'S COUNTY CLASSIFICATION AND PAY SURVEY

Present: James Yarger, Yarger & Associates
Edward V. Cox, County Administrator
Gerda Manson, Personnel Officer

The referenced individuals appeared before the Commissioners to present the Position Classification and Pay Survey conducted and prepared by Yarger & Associates. Mr. Cox explained that last year the Commissioners agreed to solicit proposals to look at the County's classification plan, and Yarger & Associates was the successful bidder.

Mr. Yarger reviewed the procedures used in conducting the study:

Pay scales and classifications obtained from other counties;
Position Descriptions prepared by employees;
Analysis of duties and responsibilities of each position;
Audits of positions in each department;
Meetings with department heads;
Class specifications drafted;

Mr. Yarger stated that his findings indicate that county government salaries need upward adjustment in order to remain competitive and to attract suitable candidates. Mr. Yarger pointed out that generally the upward adjustment should be in the neighborhood of 10% which can be accomplished by the County's adoption of the State of Maryland's 4% cost-of-living increase and a one-grade adjustment. Of course, this does not hold true for all classes since some positions will not have any adjustment, and other positions will be adjusted as much as two grades. In accordance with a decision by the State of Maryland, clerical workers as a group will be given special consideration and will receive at least 6% increase in addition to the 4% cost of living. All other positions will receive salary adjustments and the 4% cost-of-living.

Mr. Cox stated that as a follow up to the study, there will be a meeting with department heads to make a similar presentation. The Department head will be requested to review the study within their departments. There will be a staff meeting in the future to go over the study after which there will be a general meeting of all employees who would be interested in attending. Mr. Cox stated that over the next few weeks, there will be meetings with individual department heads to go over each position in his/her department.

The Commissioners thanked Mr. Yarger for his report and advised that the Board would take it under advisement and would make a decision prior to the completion of the Approved Budget for FY '86.

100 DAY SICK LEAVE CLUB

Present: Gerda Manson
Claude Clark
William Ball

The Commissioners presented Sick Leave Club Certificates to the referenced county employees who have accumulated at least 100 days of sick leave.

PROCLAMATION NO. 85-28
APRIL - CLEAN UP MONTH

Present: Jimmie Mora, Clean-Up Campaign Coordinator

The Commissioners presented the referenced Proclamation designating April as Clean Up Month in St. Mary's County.

PROCLAMATION NO. 85-26
FAIR HOUSING MONTH

Present: Joseph Mitchell, Director, Economic & Community Development
Nancy Hutson, Loan Analyst

The Commissioners presented the referenced Proclamation designating the Month of April 1985 as Fair Housing Month in St. Mary's County in recognition of housing service to its citizens.

PROCLAMATION NO. 85-27
TREE PLANTING TIME

Present: Charles Young
Dan Norman, Project Forester
Gene Piotrowski, Forestry Board
Maxine Nye

The Commissioners presented the referenced Proclamation designating that April 3 (Arbor Day) through April 9, 1985 is Tree Planting Time in St. Mary's County.

After presentation of the Proclamation, the Forestry Board representatives assisted the Commissioners in the planting of a sugar maple tree on the Governmental Center grounds.

PRESENTATION OF RETIREMENT CHECKS
VOLUNTEER FIREMAN

Present: Andrew Tippett
Jerry Colvin

The Commissioners presented the referenced volunteer firemen with their first retirement checks from the County.

FOXWELL POINT PUBLIC LANDING

Present: John Baggett, Director, Recreation and Parks

Commissioner Dean informed Mr. Baggett of previous discussion by the Commissioners concerning the vandalism and littering taking place at the referenced property. A decision is needed by the Board as to how to resolve the problem, and the Commissioners requested Mr. Baggett to visit the site and return with a recommendation.

JOINT USE OF PRIVATE WELLS

Commissioner Dean stated that for some time he has been working with the Health Department, Metropolitan Commission and Planning and Zoning in the development of a uniform policy for the joint use of private wells. He stated that he has drafted a proposed Resolution regarding this matter and would like to schedule discussion of it at next week's meeting.

OFFICE OF PLANNING AND ZONING
REZONING DECISION DISCUSSION
ZONE #
EDWARD J. COOK (TOSCA)

11:10 A.M.

Commissioners present: George Aud, Ford Dean, David Sayre, and Richard Arnold. Commissioner Larry Millison was absent. Staff present included: Robin Guyther, Planner, and Anita M. Meridith, Recording Secretary.

ZPUD # 84-1477: EDWARD J. COOK

Requesting rezoning of approximately 167 acres from R-2, Low Density Urban Residential, to PDR 4.5, Planned Development Residential. The property is the site of the proposed "TOSCA" development (750 dwelling units), located on Great Mills Road in Lexington Park, Eighth Election District, shown on Tax Map 51, Block 3 as Parcel 147.

Mr. Guyther advised that the Planning Commission had recommended an approval of the project with the following conditions:

1. Part of the commercial development, namely convenience shopping, should be located more centrally to better serve pedestrians.

2. All commercial development shall be served only by interior streets, except for the small 1.4 acre site on the east corner.

3. Commercial development may proceed only in conjunction with residential development. The developer would be permitted to construct 300 sq. ft. of commercial uses, per dwelling unit, for which building permits have been obtained.

4. An additional 43 acres of common open space must be provided. The development plan must be revised to indicate that the open space will be provided as the individual clusters are developed.

5. An additional 13 acres of developed recreation must be provided and shown on the plan. Recreation areas may be provided in a phasing schedule. Staff suggests that 2 acres be developed per 100 units and that the 2 acres must be developed for one 100 unit group prior to issuance of permits for the next 100 unit group. (Regarding developed open space, the applicant, via correspondence submitted January 21, 1985, proposes: "Community center, 3 acres, containing a pool, bathhouse, tennis courts and tot lot. Additionally, approximately 2500 linear feet of hiker/biker trail approximately 5' wide within an 18' right-of-way will be phased in with the development. This totals approximately 13 acres which, when added to the 3 acre facility, will satisfy the requirement of 16 acres of developed open space in accordance with the zoning ordinance.)

6. A phasing plan must be submitted. Staff suggests the schedule limit construction to 100 units per year, though unbuilt units may be carried over to the next year. (The applicant has subsequently agreed to abide by this proposed development schedule.)

7. The location of the connector road in the northern area of the project is not finalized. This location will not be established until the Lexington Park Transportation Plan is completed. The developer shall be required to build the portion of this connector which is on his property. However, it is agreed this connector will intersect with the loop at the north end of the main TOSCA Road.

Discussion among the Board ensued relative to the location of a possible intersecting connector road through this property and its overall relation to the Lexington Park Transportation Plan. (General location proposed in the northern portion of this proposed development.) Staff advised that a draft of the Lexington Park Transportation would be presented to the Commissioners in the near future.

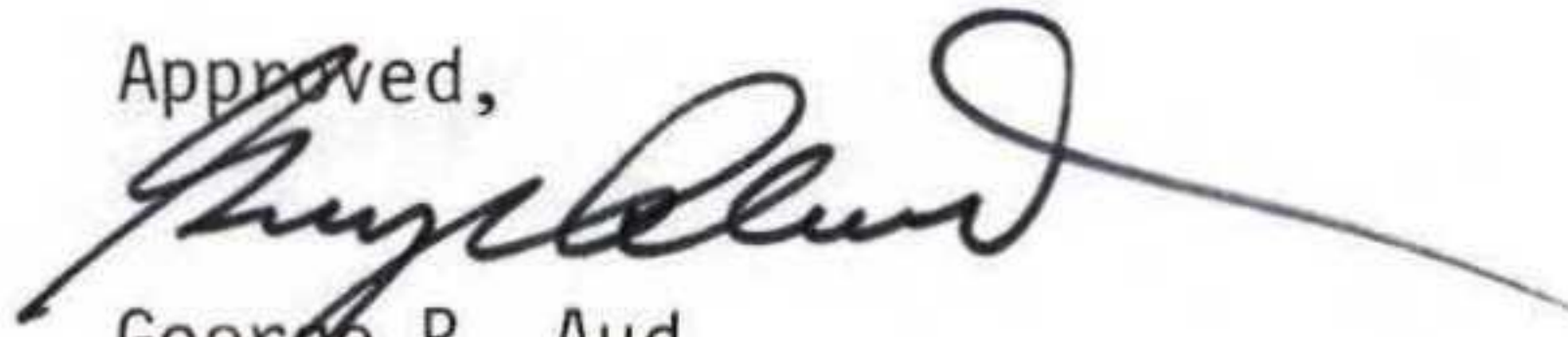
Commissioner Dean considered that an approval of this plan might jeopardize and reduce the County's options with respect to the overall development of the transportation plan. He cautioned that quite possibly, an approval of this specific plan may sometime in the future preclude other options with respect to transportation planning for the entire area. Mr. Guyther responded that it might be appropriate, at this point, that Condition No. 7 (relative to the connector road) be amended so as not to limit specifically to TOSCA Circle but to mandate that there would be a connector road "somewhere on TOSCA Drive."

Commissioner Dean moved, seconded by Commissioner Arnold, and unanimously passed, to instruct the County Attorney to prepare the appropriate resolution approving the rezoning, with the conditions imposed by the Planning Commission and with a provision that would not preclude various options for the County to locate its major connector roads when the transportation study is completed.

ADJOURNMENT

The meeting adjourned at 12:20 p.m.

Approved,



George R. Aud
President

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