

BOARD OF COUNTY COMMISSIONERS' MEETING

Tuesday, January 12, 1988

Present: Commissioner Carl M. Loffler, Jr., President  
Commissioner W. Edward Bailey, Vice-President  
Commissioner Robert Jarboe  
Commissioner John G. Lancaster  
Commissioner Rodney Thompson  
Edward V. Cox, County Administrator  
Judith A. Spalding, Recording Secretary

The meeting was called to order at 9:05 a.m.

APPROVAL OF MINUTES

Commissioner Lancaster moved, seconded by Commissioner Bailey, to approve the minutes of the Commissioners' meeting of Tuesday, January 5, 1988. Motion carried.

The Commissioners deferred action on the Office of Planning and Zoning portion of the minutes until certain clarifications were made.

APPROVAL OF BILLS

Commissioner Jarboe moved, seconded by Commissioner Bailey, to approve payment of the bills as presented. Motion carried.

WALDEN COUNSELING CENTER  
BUDGET ADJUSTMENT

Present: Dr. Patricia Hawkins, Director Walden Counseling Center

Dr. Hawkins appeared before the Commissioners and presented proposed correspondence to be forwarded to Addiction Services Administration requesting supplemental budget award for Walden and Sierra for standard step increases/COLA and upgrades for a total additional amount of \$14,490. No additional county funds are requested.

Commissioner Jarboe moved, seconded by Commissioner Lancaster to forward the correspondence as presented. Motion carried.

AREA AGENCY ON AGING  
RETIRED SENIOR VOLUNTEER PROGRAM (RSVP)

Present: Billye McGaharn, Director, Area Agency on Aging

As a follow up to last week's presentation, Mrs. McGaharn appeared before the Commissioners to obtain approval of the RSVP Grant(#440-3597) for submission to ACTION requesting federal funds in the amount of \$34,000 (Total project - \$51,826) and county funds in the amount of \$17,826. The grant is for the period April 1, 1988 through March 31, 1988.

After discussion Commissioner Lancaster moved, seconded by Commissioner Jarboe, to authorize Commissioner Loffler to sign the grant application as presented. Motion carried.

The County Administrator explained that source of additional funds in the amount of \$3,255 will be determined at the time the Notification of Grant Award is brought before the Board.

COUNTY ADMINISTRATOR ITEMS

1) APPOINTMENTS

Commissioner Thompson moved, seconded by Commissioner Lancaster, and unanimously carried, to make the following appointments:

EMERGENCY MEDICAL SERVICES

John Erly	<u>Term to Expire</u> 12/31/90
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JOB TRAINING PARTNERSHIP ACT  
(PRIVATE INDUSTRY COUNCIL)

William Greene	06/30/90
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LIVABILITY CODE TASK FORCE

NO TERMS

Billie Brown  
John Chamberlin  
Joseph R. Densford  
Carl Franzen  
Donald Megby  
Alexander Milburn  
Dennis L. Nicholson  
Thomas M. Russell  
Tom M. Shea  
Henry T. Waring  
James Weber  
Ellen Coates

PLUMBING BOARD

Laurence (Deedy) Garner	6/30/90
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2) AIRPORT MASTER PLAN  
ZONING ORDINANCE AMENDMENT

For the Commissioners information, the County Administrator advised that the Planning Commission will be conducting a public hearing on an amendment to the Zoning Ordinance for the Airport Master Plan on February 8, 1988.

3) PERSONNEL

The County Administrator presented the following personnel items for the Board's consideration:

a) FISCAL CLERK III  
DEPARTMENT OF PUBLIC WORKS

Memorandum dated January 6, 1988 from Personnel Office recommending the selection of Julie E. Graves to the Fiscal Clerk III, Grade 7, position with promotion potential to Fiscal Clerk IV, Grade 8, to replace Adrienne Granger who has resigned.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to accept this recommendation. Motion carried.

b) FISCAL CLERK II  
DEPARTMENT OF PUBLIC WORKS

Memorandum dated January 6, 1988 from Personnel Office recommending the rehiring of Susan Sahr (the previous incumbent) to the Fiscal Clerk II, Grade 6, position.

Commissioner Bailey moved, seconded by Commissioner Thompson, to accept this recommendation. Motion carried.

c) STENOGRAPHER CLERK  
ALCOHOLIC BEVERAGE BOARD

Memorandum dated January 11, 1988 from Personnel Office recommending the selection of Margaret J. Abraham to the Stenographer Clerk, Grade 5, position at \$6.65 per hour, effective February 11, 1988.

Commissioner Bailey moved, seconded by Commissioner Jarboe, to accept this recommendation. Motion carried.

4) BOARDS, COMMITTEES AND COMMISSIONS

The County Administrator presented recommendations from Dr. Patricia White of the Cooperative Extension Service regarding Boards, Committees and Commissions. These recommendations are for future discussion and consideration.

DEPARTMENT OF PUBLIC WORKS

Present: John Norris, Director

1) SPECIAL TAXING DISTRICT REQUEST  
KLINE DRIVE/MILLER COURT - BRETON BAY

Mr. Norris advised that a petition dated December 24, 1987 containing signatures of a majority of the property owners for the establishment of a special taxing district for road improvements to Kline Drive and Miller Court off of Knight Road, Breton Bay, Third Election District.

2) SNOW REMOVAL EXPENDITURES

Also Present: Walter Wise, Supervisor, County Highways

Mr. Norris and Mr. Wise reviewed the expenditure of funds for snow removal from November 11, 1987 to January 10, 1988 (the latest snowstorm) and advised that \$61,722 had been expended to date.

Discussion ensued as to policies for snow removal (salting the roads and damage to mail boxes), and it was agreed that best judgment should be used on a case-by-case basis rather than establishing a general policy.

OFFICE OF PLANNING AND ZONING  
INDUSTRIAL SITE PLAN  
SSP # 87-2042: ABELL CLARKE/STEVE NELSON

Present: Frank Gerred, Director, OPZ  
Betsy Anthony, Recording Secretary

(Addition of a 20' x 8' test lab to meet state requirements.)

Mr. Gerred explained that the request before the Commissioners was the Abell Clarke property which is adjacent to Maryland Rock Industries. The request is for a minor addition to the site plan. The staff had been given the authority by the Planning Commission to make a recommendation to the County Commissioners regarding minor additions. Mr. Gerred indicated that the addition would be a 20' x 8' office lab to be used for testing concrete.

The Health Department had reviewed the plan for sewage disposal and had given it their approval.

Commissioner Loffler inquired as to whether additional screening should be required, and Mr. Gerred replied that if the Commissioners felt it was necessary they should make it a condition. Mr. Gerred indicated that there was minimal vegetation along the waterfront consisting of a few trees and bushes.

Commissioner Jarboe asked what the zoning was, and Mr. Gerred explained that it was a non-conforming use zoned R-1.

Commissioner Loffler added that he felt it was necessary to require some additional screening, and Mr. David Guyther, Manager, agreed to the condition.

Commissioner Thompson moved, seconded by Commissioner Jarboe, and unanimously passed, to approve the minor addition to site plan #87-2042: Abell Clarke/Steve Nelson with the following condition:

1. Additional screening be added to the site plan and should be satisfactory with the Office of Planning & Zoning.

#### PURCHASING AND LOGISTIC SERVICES

Present: James Haley, Procurement Officer  
Pam Faxon, Assistant Procurement Officer

- 1) BID TALLY SHEET  
PURCHASE OF 1988 MEDIC UNIT

The referenced individuals appeared before the Commissioners to present the bid tally sheet for the purchase of a 1988 Medic Unit with police pursuit package for Advanced Life Support Unit, and recommended awarding the bid to the lowest bidder, Bell Motor Company, in the amount of \$14,434.23.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to accept this recommendation. Motion carried.

- 2) PROCUREMENT MANUAL FORMS

Mr. Haley and Ms. Faxon presented a proposed amended Form for Requisition (Form 1-1) and the proposed Purchase Agreement or Contract to be included in the Procurement Manual for the Board's consideration. The revised form allows space for any changes in the purchase.

After discussion Commissioner Bailey moved, seconded by Commissioner Thompson to approve the proposed forms as recommended by the Procurement Officer. Motion carried.

#### EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to meet in Executive Session in order to discuss matters of Personnel. Motion carried. The Session was held from 10:10 a.m. to 10:35 a.m.

#### FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED JUNE 30, 1987

Present: Charles H. Wade, Jr., Director of Finance  
John Cox, Accountant (Cox, Long & Colvin)

Mr. John Cox appeared before the Board to present and review the Financial Statements for the Fiscal Year ended June 30, 1987 prepared by Cox, Long and Colvin using generally accepted auditing standards. Mr. Cox reviewed the Summary of the Statements. Copies of both the Summary and the complete Financial Statements are on file in the Commissioners' Office.

EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator  
Charles Wade, Director of Finance  
John Cox (Cox, Long & Colvin)

Commissioner Bailey moved, seconded by Commissioner Lancaster, to meet in Executive Session in order to discuss a matter of Personnel. Motion carried. The Session was held from 11:15 a.m. to 11:42 a.m.

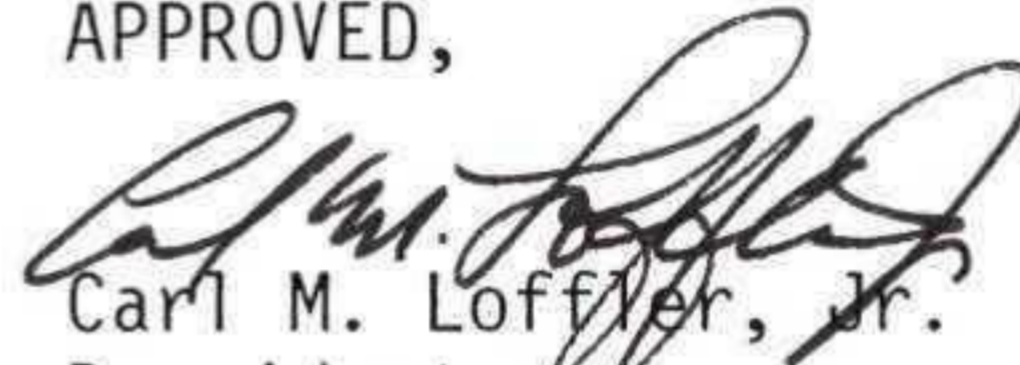
MEETING AT THE BELVEDERE

(The Commissioners departed at 11:45 a.m. to attend a meeting at the Belvedere with the Chamber of Commerce and the Secretary of the Department of Licensing and Regulation, who described the activities and functions of his Department. At 2:00 p.m. the Commissioners continued with a meeting with the Revenue Task Force and Legislators to discuss the proposed Energy Tax.

ADJOURNMENT

The meeting adjourned at 4:00 p.m.

APPROVED,

  
Carl M. Loffler, Jr.  
President