

BOARD OF COUNTY COMMISSIONERS' MEETING

Tuesday, April 18, 1989

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

(Commissioner John G. Lancaster was not present.)

(Commissioner W. Edward Bailey was not present at beginning of meeting.)

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

APPROVAL OF MINUTES

Commissioner Thompson moved, seconded by Commissioner Thompson, to approve the minutes of the Commissioners' meeting of Tuesday, April 11, 1989. Motion carried.

APPROVAL OF BILLS

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

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

- 1) BUDGET AMENDMENT NO. 89-57  
ANIMAL CONTROL

The County Administrator presented the referenced budget amendment recommended for approval by the Director of Finance with the following justification:

To cover expenses of having patches sewn on new uniform shirts and to provide funds to cover deficit and allow for continuing operations.

Commissioner Thompson moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Loffler to sign the Budget Amendment. Motion carried.

- 2) PERSONNEL  
ENGINEERING TECHNICIAN

The County Administrator presented a memorandum dated April 14, 1989 from the Personnel Office recommending the appointment of Orlando Cruz-Solano to the Engineering Technician III position, Grade 11, Step 3, effective retroactively April 3.

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

- 3) APPROVAL OF BY-LAWS  
EMERGENCY MEDICAL SERVICES COUNCIL

Commissioner Thompson moved, seconded by Commissioner Jarboe, to approve the by-laws as submitted for the Emergency Medical Services Council in that they are in compliance with Resolution No. 88-03. Motion carried.

4) COOPERATIVE REIMBURSEMENT AGREEMENT  
STATE'S ATTORNEY'S OFFICE

The County Administrator presented a grant application to be submitted to the Department of Human Resources, Child Support Enforcement Administration for the State's Attorney's Cooperative Reimbursement Program.

Commissioner Jarboe moved, seconded by Commissioner Thompson, to approve and authorize Commissioner Loffler to sign the Agreement as presented. Motion carried.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Present: Joseph Mitchell, Director

1) "ON BEHALF OF" PROGRAM

Mr. Mitchell appeared before the Commissioners to request authorization for Commissioner Loffler to sign correspondence to the Community Development Administration transferring authority to issue housing bonds to the State on behalf of St. Mary's County. He stated that St. Mary's 1989 tax exempt housing allocation is in the amount of \$1,249,150.

Commissioner Jarboe moved, seconded by Commissioner Thompson, to authorize Commissioner Loffler to sign the correspondence and application as presented. Motion carried.

(Commissioner Bailey entered the meeting - 9:40 a.m.)

EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator

Commissioner Thompson moved, seconded by Commissioner Jarboe, to meet in Executive Session to discuss a matter of Personnel. Motion carried. The Session was held from 9:45 a.m. to 10:00 a.m.

2) MARYLAND INDUSTRIAL LAND ACT  
MARYLAND INDUSTRIAL AND COMMERCIAL REDEVELOPMENT FUND  
ST. MARY'S PRESS

Also present: Susan Wilkinson, Economic Development Specialist  
Charles Palmer, St. Mary's Press  
Stuart J. Stern, "

(Commissioner Loffler left the meeting and did not participate in the referenced discussion.)

Mr. Mitchell advised that the purpose of this meeting was to requested the Commissioners' approval to participate in two state loan programs for continued improvements for St. Mary's Press. Applications will be submitted for a Maryland Industrial Land Act (MILA) program which is 100% funded by the state in the amount of \$227,500, and for a Maryland Industrial and Commercial Redevelopment Fund (MICRF) program, which is 90% funded in the amount of \$280,000. The MILA funds will be loaned to St. Mary's Press for additional expansion, and the MICRF loan for the purchase of hi-tech equipment. The County is being requested to advance 10% of the cost for the equipment to St. Mary's Press, which will be the last paid out and the first paid back.

After discussion Commissioner Jarboe moved, seconded by Commissioner Bailey, to authorize Acting President Thompson to sign the letter of transmittal and the MILA and MICRF applications, and further to approve the requested advance. Motion carried.

PRIORITY LISTING FOR MEETING WITH GOVERNOR SCHAEFER

Present: Gary Hodge, Director, Tri-County Council

Mr. Hodge appeared before the Commissioners to review the previous list of priorities in anticipation of the May 12 Tri-County Council meeting with Governor Schaefer. The Commissioners gave their input for updating the priority list for St. Mary's County. Mr. Hodge will update the list, will revised the regional priorities accordingly and forward a copy to the Commissioners.

OFFICE OF PLANNING AND ZONING  
WILDEWOOD TECHNOLOGY PARK

Present: Jon R. Grimm, Director  
Anita M. Meridith, Recorder

STSP # 89-0289: WILDEWOOD TECHNOLOGY PARK  
Lots 12 and 13

PROPERTY OWNER: Wildewood Development Corp.  
APPLICANT: Wildewood Builders, Inc.  
LOCATION: Off of Pecan Court  
Tax Map 34, Parcel 598, Lots 12 & 13  
CURRENT ZONING: I=-1, Industrial  
PARCEL/SITE AREA: 9.06 acres  
ACTION REQUESTED: Site Plan approval/recommendation for office building on Lot 12 and office/warehouse building on Lot 13, and subdivision approval.

PRIOR APPROVALS/ACTION: TEC Review, March 15, 1989

Mr. Grimm explained that the applicant sought industrial site plan approval for two buildings, a 25,000 sq. ft. office building on Lot 12 and a 25,200 sq. ft. office/warehouse on Lot 13. By unanimous vote of the Planning Commission on April 10, 1989, this matter was recommended for approval to the Board of County Commissioners, contingent upon all agency approvals. It was further noted for the record, that the applicant had sought Planning Commission approval to reduce the parking spaces for this site from the required 19' to 17'. Mr. Grimm advised that though MetCom comments had not been resolved (MetCom requires connection to central water and sewer and plan detail modifications), Jim Young of that agency had contacted staff this date and advised that detail modifications were so minor that delaying a decision on this application was not warranted. Staff recommended approval, understanding that no permits would be issued prior to MetCom sign-off. Mr. Grimm added that the Planning Commission had accepted the applicant's justification and had agreed to the waiver, again provided all TEC concerns were resolved.

Mr. Grimm advised that he would continue to bring these types of requests (waivers from existing standards) to the attention of the Commission, on a case-by-case basis until the new Ordinance and/or new regulations were adopted. Commissioner Loffler voiced concern with the problems encountered in the adoption process, noting that he would not want to see anyone restricted from development, however, on the other hand he stated that in the interim, if the Commission were requested to approve something of "lesser quality" than the applicant should be urged to modify the request or the application should be denied. Discussion ensued regarding the change/adoption process and the members concurred that the Planning & Zoning staff should begin the process to modify the existing requirements, such as depth (horizontal) for vehicular parking, where deemed appropriate.

Commissioner Bailey motioned, seconded by Commissioner Jarboe, and unanimously passed to grant industrial site plan approval for Lots 12 and 13 in the Wildewood Technological Park.

PROGRESS REPORT REGARDING STATUS OF ZONING ORDINANCE UPDATE

Mr. Grimm briefed the Board on the progress of the update for the Zoning Ordinance and noted that a written status report and timetable for the targeted adoption would be provided to the Board.

STSP # 89-0263: WILDEWOOD TECHNOLOGY PARK, Lot 3  
PROPERTY OWNER: Congressional information Services  
APPLICANT: Wayne Davis  
LOCATION: Intersection of Airport Road and  
Cottonwood Parkway  
Tax Map 34, Block 18, Parcel 598, Lot 3  
CURRENT ZONING: I-1, Industrial  
PARCEL/SITE AREA: 5.76 acres  
ACTION REQUESTED: Site plan approval/recommenda-  
tion for 6,760 square foot ware-  
house addition.  
PRIOR APPROVALS/ACTION: TEC review, March 15, 1989

NOTE: Commissioner Loffler excused himself from participation in the next case, citing possible conflict of interest.

Commissioner Loffler having excused himself, Commissioner Thompson assumed the Chairmanship for this next consideration.

Mr. Grimm advised that in this instance, the applicant sought industrial site plan approval to add 6,760 sq. ft. to an existing building. All TEC agency comments have been addressed and the Planning Commission recommended approval of the plan to the Board of County Commissioners at their April 10, 1989 meeting.

Commissioner Bailey motioned, seconded by Commissioner Jarboe, and unanimously passed, to grant industrial site plan approval for Lot 3 in the Wildewood Technological Park.

SUPPLEMENTAL APPROPRIATION ORDINANCE

Present: Charles H. Wade, Director of Finance

The Commissioners having conducted a public hearing on April 4, 1989 to present and explain the requirements to increase the Fiscal Year 1989 Budget in the amount of \$1,005,035, Mr. Wade presented a Supplemental Appropriation Ordinance.

Commissioner Jarboe moved, seconded by Commissioner Thompson, to approve and sign Ordinance No. 89-09 as presented. Motion carried.

ONE-STOP SHOP  
FAX MACHINE

Present: Charles Wade, Director of Finance

The County Administrator requested authorization for the Director of Finance to work with Procurement and appropriate departments to develop costs and availability of funds for the purchase of Fax Machines for the Health Department, Planning and Zoning, and Department of Public Works in order to begin the One-Stop Shop process for permits.

Commissioner Bailey moved, seconded by Commissioner Jarboe, to grant this authorization. Motion carried.

CLASSIFICATION REVIEW AND SALARY COMPARABILITY STUDY

Present: Edward V. Cox, County Administrator  
Charles Wade, Director of Finance  
George Foster, Personnel Officer

The referenced individuals appeared before the Commissioners to discuss the referenced study conducted by Herget & Company. Mr. Cox reviewed the actions taken subsequent to the completion of the study including meetings with department heads, general meetings with employees and meetings with individual employees with the personnel officer. As a result of concerns that had been raised, the referenced individuals prepared a report addressing the concerns in detail. (A copy of the report is on file in the Commissioners' Office.)

After review of the report and response to questions from the Commissioners, the Commissioners agreed to continue discussion on the study at next week's meeting.

SHERIFF'S DEPARTMENT  
RECIPROCAL AGREEMENT

Present: Sheriff Wayne Pettit

Sheriff Pettit appeared before the Commissioners to present an agreement among Calvert, Charles and St. Mary's County for the provision of reciprocal law enforcement services on a temporary, emergency basis. He stated that authority is given in Article 27, Section 602B of the Maryland Annotated Code, and that Calvert and Charles County Commissioners have indicated concurrence with the agreement.

After discussion Commissioner Bailey moved, seconded by Commissioner Jarboe, to authorize Commissioner Loffler to sign the Reciprocal Agreement as presented. Motion carried.

In closing Sheriff Pettit invited the Commissioners to attend an official signing ceremony on Wednesday, April 19 at 9:30 a.m. at the Solomon's Island Holiday Inn.

LIBRARY BOARD  
BUDGETARY CONCERNS

Present: Katherine Hurrey, Director, So. Md. Library Assoc.  
Lynn Redmond, Library Board  
Mary Ann Chasen, "  
Mary Wood, SMRLA  
Charles Wade, Director of Finance

The referenced representatives appeared before the Commissioners to discuss budgetary concerns for Fiscal Year 1989 and for Fiscal Year 1990.

Ms. Hurrey advised that because of the early completion of the library in Charlotte Hall, telephone and electricity expenses will exceed the budgeted amount for FY '89 and requested the Commissioners' consideration for supplemental funds in the amount of \$5,579. The Commissioners requested the Director of Finance to review this request and return with a recommendation.

Relative to Fiscal Year 1990 Ms. Hurrey requested the Board's consideration for approximately \$12,000 additional appropriation in order to cover unanticipated costs for the new branch library at Charlotte Hall. Discussion ensued regarding full fringe benefits that have been provided to part-time employees, and Mrs. Hurrey indicated that the Library Board is reviewing this to make recommendations rectifying the situation.

After discussion the Commissioners advised that they would take the request under advisement and give it consideration during the development of the FY '90 budget.

(Commissioner Bailey left meeting - 12:15 p.m.)

COMPREHENSIVE RECREATION AND PARKS PLAN

Present: John Baggett, Director

As a follow up to previous discussion Mr. Baggett advised that the referenced Plan had been amended to include access to public water as a priority item.

Commissioner Jarboe moved, seconded by Commissioner Thompson, to approve the Comprehensive Recreation and Parks Plan for submission to the Department of State Planning. Motion carried.

EXECUTIVE SESSION

Present: Joseph Densford, Assistant County Attorney

Commissioner Thompson moved, seconded by Commissioner Jarboe, to meet in Executive Session to discuss a matter of property acquisition. Motion carried.

COMMISSIONERS' MEETING DAY - MAY 30

The County Administrator advised that Tuesday, May 30 is a holiday and inquired whether the Commissioners wished to meet on Monday to sign the FY '90 Final Budget or sign it on May 23. The Commissioners agreed to set May 23 as to date to sign the budget, but would keep Monday, May 29 on hold as a backup date.

FISCAL YEAR 1990 BUDGET DISCUSSIONS

The following agencies appeared before the Commissioners to request reconsideration for allocation of funds for the FY '90 budget:

Trico Corporation

Present: William Arick

Mr. Arick appeared before the Commissioners to request funding consideration for Trico. He stated that \$56,042 had been requested in the budget submittal; however, no funds were allocated. Mr. Arick explained the background of Trico and the services offered.

(Commissioner Bailey returned to the meeting - 1:45 p.m.)

Naval Air Test and Evaluation Museum

Present: Wayne Smith, Chairman

Mr. Smith appeared before the Commissioners to request reconsideration for an additional \$6,924. \$32,924 had been requested and \$26,000 has been allocated in the Recommended Budget. Mr. Smith explained the operations of the Museum and discussed the funding sources.

Special Population Camp Task Force

Present: Helen Newell  
Eileen Hislop

The referenced individuals appeared before the Commissioners to advise that based on current enrollment projections, the camp will face a shortfall in the approximate amount of \$10,000. Funds to meet this need are expected from Department of Social Services and contributions from fund-raising efforts. Therefore, Ms. Newell requested the Board's consideration to provide overdraft protection in the amount of \$5,000 should the fund-raising efforts fall short of expectations.

The Commissioners agreed to give the referenced requests consideration during the development of the Fiscal Year 1990 Budget.

ADJOURNMENT

The meeting adjourned at 2:20 p.m.

APPROVED

  
CARL M. LOEFFLER, JR.  
PRESIDENT