

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS**

MAY 18, 1993

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

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Thompson moved, seconded by Commissioner Bailey, to approve the minutes of the Commissioners' meeting of Tuesday, May 11, 1993. Motion carried.

APPROVAL OF BILLS

Commissioner Thompson moved, seconded by Commissioner Bailey, to authorize Commissioner Loffler to sign the Check Register as presented. Motion carried.

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) **Ordinance No. 93-03 - Electrical Permits and Inspections**

The County Administrator advised that meetings and discussions have been held regarding the Electrical Code Ordinance (No. 93-03). On March 9 the Department of Planning and Zoning set forth six options addressing the concerns of the electricians, the Commissioners met with Mr. Grimm on March 23 and requested Mr. Grimm to prepare correspondence to the Electrical Examiners Board to get input on the options, and the EEB forwarded correspondence dated April 15. One of the recommendations by the EEB was the repealing of Ordinance No. 93-03. Therefore, Mr. Cox requested direction from the Commissioners as to how to proceed--whether to amend or repeal the Ordinance, both of which would require a public hearing.

Discussion ensued regarding the requirement for electrical permits and enforcement.

After discussion Commissioner Jarboe moved, seconded by Commissioner Bailey, to schedule a public hearing to determine whether to repeal or amend Ordinance No. 93-03 including recommendations from Planning and Zoning and the Electrical Examiners Board. Motion carried four to one with Commissioner Thompson voting against stating that a compromise document should be prepared and presented at public hearing.

2) **Grants**

The County Administrator presented the following grants for the Commissioners' review and consideration:

Board of Education

New Grant Awards totaling \$112,272 that had not been included in the FY '93 Budget.

Walden-Sierra

Child Sexual Abuse in the amount of \$26,077 - Federal FY '94

Homeless Prevention Services Program

Agreement between Maryland Department of Human Resources and St. Mary's County Commissioners in the amount of \$9,000 for FY '94

Southern Maryland Private Industry Council

Title III Dislocated Workers Plan in the amount of \$122,245

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the referenced grant documents as presented. Motion carried.

3) Personnel - Juvenile Master

The County Administrator presented a memorandum dated May 18 from the Personnel Officer advising that Judge Kaminetz has requested an upgrade for the Juvenile Master, Michael Harris, to Grade 28, Step 4, because of length of service and need for pay comparability. The County Administrator advised that a grant was received for the Cooperative Reimbursement Program and funds are available.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to approve the request as presented. Motion carried.

**4) Clearinghouse Projects
MD930506-0414 - Wicomic Shores Wastewater Treatment Facility
MD930324-0251 - DRAFT EIS - Realignment of Dahlgren**

The County Administrator presented the referenced clearinghouse projects and recommended that they be forwarded to the State with the comment that they are consistent with the County's plans, programs and objectives.

The Commissioners gave their concurrence.

**5) Local Government Insurance Trust
Reappointment of Trustees**

The County Administrator presented correspondence dated April 30 from the Local Government Insurance Trust recommending the reappointment of the following Trustees effective July 1, 1993: Julia W. Gouge, Scott R. Wilson, and Marie L. Rameika.

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve the reappointments as recommended. Motion carried.

6) House Bill 1224 - Appropriations - Local Health Services

The County Administrator presented correspondence dated May 11 from Dr. Marek, St. Mary's County Health Officer, requesting the Commissioners to forward a letter of endorsement to Governor Schaefer relative to House Bill 1224. The bill guarantees state funding for local health services and creates a task force to study the appropriate funding mechanism for local health departments. Therefore, Mr. Cox presented correspondence addressed to Governor Schaefer requesting him to sign House Bill 1224.

Commissioner Thompson moved, seconded by Commissioner Jarboe, to sign and forward the letter to Governor Schaefer as presented. Motion carried.

7) United States Senate Productivity Award for Maryland

As a follow up to last week's discussion the County Administrator presented correspondence addressed to Senators Sarbanes and Mikulski submitting the following nominations for the United States Senate Productivity Award for Maryland: PRB Associates, Compliance Corporation, and Eagan McAllister.

Commissioner Thompson moved, seconded by Commissioner Jarboe, to sign and forward the letter as presented. Motion carried.

8) Letters of Gratitude

The County Administrator presented correspondence to Chairpersons of the Human Relations Commission, Recreation and Parks Board, Southern Maryland RC&D, Noxious Weed Committee and Nursing Center Board thanking them for presentation of their Annual Reports.

The Commissioners agreed to sign and forward the letters as presented.

9) Response Letter - Skydiving Center Legal Expenses

The County Administrator presented correspondence addressed to Mr. William Baines responding to his concerns relative to the legal expenses incurred by the County associated with the Skydiving Center law suit. The letter indicates that the County did not initiate the suit and explains that the County has entered into an agreement with Local Government Insurance Trust, which will reimburse the County for a portion of the County's legal fees.

The Commissioners agreed to sign and forward the letter as presented.

10) Budget Amendments

The County Administrator presented the following Budget Amendments recommended for approval by the Director of Finance with justifications as indicated:

No. 93-55

Public Works

To cover salary/benefits costs associated with vehicle maintenance shop personnel through 6/93 (totaling - \$23,295).

No. 93-56

Planning and Zoning

To cover shortage of funds needed for Development Review and Permits Division staff development account (\$104).

No. 93-57

EMA

To provide funds for fire apparatus radio upgrades (\$6,790)

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Budget Amendments as presented. Motion carried.

13) Nursing Center License Renewal Application

The County Administrator presented the License Renewal Application for the St. Mary's Nursing Center for the Commissioners' approval.

Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve and authorize Commissioners Loffler and Lancaster to sign the License Renewal Application as presented. Motion carried.

14) Southern Maryland Wood Treatment Plant Task Force

The County Administrator advised that since Tom Russell will be recuperating from surgery, he has recommended that Ann Rose serve as the Health Department's representative on the Southern Maryland Wood Treatment Plant Task Force.

Commissioner Bailey moved, seconded by Commissioner Lancaster, to appoint Ann Rose as the Interim Health Department representative. Motion carried.

PROCLAMATION BUCKLE UP FOR AMERICA WEEK

Present: Richard Voorhaar, Sheriff's Department

The Commissioners presented the referenced Proclamation designating the week of May 24 - 31 as Buckle Up for America Week in St. Mary's County.

ANNUAL REPORT FAMILY ASSISTANCE CENTER ADVISORY COMMITTEE

Present: Gary Anderson
Sam Bauman
Arlene Rodriguez
Janice Walthour

The referenced individuals appeared before the Commissioners to present the 1992 Annual Report for the Family Assistance Center. Mr. Anderson explained that there are three programs under the auspices of the Committee: Family Assistance Center, Family Support Center, and the Carver Community Project, and stated that these services complement one another. Ms. Rodriguez explained the services provided by the Family Support Center including child development services, parent education, employability services, family planning/pregnancy prevention/life skills. Ms. Walthour described the Carver Community Project which is operated under a Ford Foundation grant through the Maryland Office of Children and Youth. Staff has been hired to collect data and develop strategies for the project and is working with Roots and Wings committees of the public schools.

Plans for the coming years include assessing the effectiveness of the programs, enhancing program marketing, developing program initiatives for young fathers, and creating mechanisms to increase linkage among the Family Assistance Center agencies, the Support Center, and the Carver Community Project.

A copy of the report is on file in the Commissioners' Office.

ST. MARY'S HOSPITAL EXPANSION PROJECT

Present: Christine Wray, Administrator, St. Mary's Hospital
Roberta Loker, President, Hospital Board
Paul Barber, Finance Officer, St. Mary's Hospital
Dr. Parviz Navidi, Medical Chief
Mark W. Higdon, Peat Marwick, Management Consultants
Ara Sookzaian, Project Designer, Henningson, Durham & Richardson, Inc.

The referenced individuals appeared before the Commissioners to present a status report on St. Mary's Hospital's building expansion and renovation project. Mrs. Loker advised that the 1993 Maryland General Assembly approved a bond bill in an amount not to exceed \$6M for construction and renovation. She stated that the architect's drawings are 80% complete, and the contract is anticipated to be awarded in July.

Ms. Wray described the project's objectives and details which includes 38,000 square feet of new construction to the first floor and 22,000 square feet renovations. She stated that the outpatient facilities have outgrown existing space and the hospital is currently undersized. Ms. Wray indicated that groundbreaking will probably take place in September with project completion scheduled for December 1994.

Mr. Higdon explained how the \$6M will be used for the project including construction (\$4.5M), architect fees (\$400,000), equipment (\$880,000), and financing costs (\$120,000). Additional costs will be paid through operating funds of the hospital. He advised that a financial feasibility report will be available when the financial audit reports are released which is anticipated to be around mid-August; however, a preliminary report will be submitted to the Commissioners in mid-July. Financing will not be sought until those documents are reviewed by all appropriate parties.

In conclusion the hospital representatives advised that they would keep the Commissioners up to date as to the progress of the project.

A copy of the report is on file in the Commissioners' Office.

PROCLAMATION NATIONAL HOSPITAL WEEK

The Commissioners presented the referenced Proclamation designating the week of May 9 - 15 as National Hospital Week in St. Mary's County.

COMMUNITY DEVELOPMENT BLOCK GRANT FISCAL YEAR 1993

Present: Joe Mitchell, Director, Economic & Community Development
Dennis Nicholson, Deputy Director
Nancy Hutson, Housing & Community Development (DECD)

The referenced individuals appeared before the Commissioners to present the Community Development Block Grant Agreement for State Fiscal Year 1993. The grant, in the amount of \$248,150, will be used for sewer connections for 50 low and moderate income families in Ridge, Tall Timbers, and St. George Island communities.

During discussion Mr. Mitchell noted that this block grant represents the ninth grant received by St. Mary's County.

After discussion Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Loffler to sign the Community Development Block Grant Agreement documents as presented. Motion carried.

MENTAL HEALTH AUTHORITY FISCAL YEAR 1994 BUDGET

Present: Frances Fenwick, Chair
Frank Sullivan, Director
Sam and Mary Clements

The referenced individuals appeared before the Commissioners to request reinstatement of the \$44,000 for the Mental Health Authority programs. Mr. Fenwick explained the services provided by the Mental Health Authority including adult therapy, children and adolescent therapy, and case management and pointed out the adverse impact that the loss of those funds would have on these services. Mr. Sullivan reported on the funding sources for the Mental Health Authority and stated that the group has looked at alternative methods of funding because of reduction of state funds. He referred to an Agreement between the County and State wherein it indicates that the County would provide funds to the Authority, and the Authority would determine how to use those funds for its programs.

Later in the meeting during discussion of the Fiscal Year 1994 budget, the Commissioners directed the County Administrator to meet with Dr. Marek to determine if an adjustment can be made in the Health Department's budget for designation of the \$44,000 to the Mental Health Authority.

**ORDINANCE NO. 93-17
ST. MARY'S COUNTY ETHICS ORDINANCE**

Having conducted a public hearing on May 4, the Commissioners commenced discussion on the proposed revised Ethics Ordinance.

During discussion Commissioner Thompson expressed concern regarding Section 5 - Conflicts of Interest (Paragraph C.4) relative to exemption of volunteers and suggested that it be amended to include volunteer members and that each instance be taken on a case-by-case basis. Commissioner Loffler expressed opposition to Section 6 - Financial Disclosure (Paragraph F.2.b.) requiring the disclosure of third parties having a 5% or greater interest. He stated that he believed it was a violation of an individual's right to privacy.

After discussion Commissioner Jarboe moved, seconded by Commissioner Bailey, to approve and sign Ordinance No. 93-17 - St. Mary's County Ethics Ordinance as presented. Motion carried three to two with Commissioners Loffler and Thompson voting against.

Later in the meeting the County Administrator advised that the County Attorney recommended that the effective date of the Ethics Ordinance be January 1, 1994.

Commissioner Loffler suggested that the effective date be immediately.

After discussion Commissioner Bailey moved, seconded by Commissioner Jarboe, to make the effective date of the Ethics Ordinance May 18, 1993. Motion carried.

EXECUTIVE SESSIONS

Commissioner Bailey moved, seconded by Commissioner Lancaster, to meet in Executive Session to discuss matters of Personnel (classifications) as provided in Article 24, Section 4-210(a)1 and Property Acquisition (community college), as provided in Article 24, Section 4-210(a)11. Motion carried.

Personnel

Present: Commissioner Carl M. Loffler, Jr., President
Commissioner W. Edward Bailey
Commissioner Robert T. Jarboe
Commissioner John G. Lancaster
Commissioner Barbara R. Thompson
Edward V. Cox, County Administrator
George Foster, Personnel Officer
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)1

Topic: Personnel - Classifications

Time Held: 11:50 a.m. - 12:15 p.m.

Action Taken: The Commissioners reviewed the list of classification requests and directed staff to prepare a memorandum for their consideration.

Property Acquisition

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

Authority: Article 24, Section 4-210(a)11

Topic: Property Acquisition - Community College

Time Held: 12:25 a.m. - 12:58 p.m.

Action Taken: The Commissioners reviewed the Memorandum of Understanding between the County and the Town of Leonardtown and directed the County Administrator to prepare the document in final for their consideration.

COMMUNITY COLLEGE FEASIBILITY STUDY

Present: Dan Ichniowski, Director, Public Works
Elaine Ryan, Dean, Charles County Community College
Jim Lorenzi, Lorenzi, Dodds & Gunnill, Inc.
Bill Durkee, "

The referenced individuals appeared before the Commissioners to present the results of the Feasibility Study for the Charles County Community College - St. Mary's Campus. Mr. Ichniowski provided a background of the property indicating that the County had selected the St. Mary's Academy/Rose Hill site consisting of approximately 62 acres. The state approved funding for the Feasibility Study, which was conducted by the firm of Lorenzi, Dodds & Gunnill, and for the design, which will go out on bids. The State must accept the site and approve the Educational Plan. By June 1, the County must have a request into the State for the construction funding, which then must be included in the State's budget.

During the presentation the following were presented:

Dr. Ryan presented the Educational Program setting forth the projected degree and certificate programs, projected enrollment, anticipated additional operating costs, and summary of facility specifications.

Mr. Lorenzi reviewed the elements of the property (topography, wetlands, forest conservation areas, and soils analyses) and stated that the property is suitable for a community college.

Mr. Durkee reviewed the current location of the buildings on the site and pointed out that the study has indicated that the dormitory building be removed because of its present configuration. He stated that new construction would be more practical. He further presented proposed costs estimates for construction and site preparation.

In order to get the process started for the community college, Mr. Ichniowski advised that the following would be needed:

1. County Commissioners acceptance of the Educational Plan and the Site Feasibility Study after which these documents would be forwarded to the State for approval. The Community College Oversight Committee has recommended that the Commissioners accept the Plan and Study as presented.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve the Educational Plan and Site Feasibility Study as presented. Motion carried.

2. Letter of Intent assuring the State Department of Higher Education that St. Mary's County intends to provide the local share of funds to design, construct and equip the community college. The letter indicates that a Resolution and Petition will be submitted with the completed construction documents.

Commissioner Lancaster moved, seconded by Commissioner Thompson, to sign and forward the Letter of Intent as presented. Motion carried.

3. Memorandum of Understanding with the Town of Leonardtown, which is currently under negotiations with the Town and County.

Later in the County Commissioners' meeting, the County Administrator presented the Memorandum of Understanding between the Board of County Commissioners of St. Mary's County and the Commissioners of Leonardtown setting forth the terms and conditions upon which the Town will participate in the acquisition of the site within the corporate limits of Leonardtown for the community college campus.

Commissioner Bailey moved, seconded by Commissioner Jarboe, to approve and sign the Memorandum of Understanding as presented. Motion carried.

4. The establishment of a building committee by the Board of County Commissioners for oversight of the project

The Commissioners will give consideration to the establishment of a building committee at a later meeting.

SOIL CONSERVATION SERVICE FISCAL YEAR 1994 BUDGET

Present: James Beavan
Bruce Young, District Manager
Al Stewart, Soil Conservationist
Charles Wade, Director of Finance

The referenced individuals appeared before the Commissioners to request the Commissioners' consideration for a change in health insurance classification for the District Manager from husband and wife policy to a family policy and for consideration for a step increase for the District Manager.

Mr. Wade advised that the change in health insurance classification was handled in the county's health insurance distributions for Fiscal Year 1994.

Discussion ensued regarding whether the District Manager was a state or county employee, and Mr. Beavan noted that the requested funding was for the county's share of the step increase.

Later in the meeting during the FY '94 Budget discussion, Commissioner Jarboe moved, seconded by Commissioner Bailey, to add \$1,424 to the Budget for the District Manager's Step Increase. Motion carried.

FERST LANDFILL OF ST. MARY'S

Commissioner Thompson reported that at the Commissioners' May public forum, the Community Preservation Coalition requested the Commissioners to amend the letter that was forwarded to Mr. Ron Pickett in February of 1991 regarding allowing municipal solid waste compost to be transported to St. Mary's County if it meets state requirements. The request was based on MDE's refusal to allow municipal solid waste compost at the FERST landfill.

Therefore, Commissioner Thompson moved, seconded by Commissioner Loffler, to rewrite the letter deleting allowing municipal solid waste into the County. Motion defeated three to two with Commissioners Bailey, Jarboe and Lancaster voting against the motion.

DEPARTMENT OF PUBLIC WORKS FISCAL YEAR 1994 BUDGET

Present: Dan Ichniowski, Director
George Jarboe, Supervisor, Construction and Inspection
Walter Wise, Supervisor, County Highways

The referenced representatives of the Department of Public Works appeared before the Commissioners to request reinstatement of certain funds in the FY '94 Budget. Mr. Ichniowski indicated that \$200,000 had been deleted from the DPW budget, and he was requesting reinstatement of \$100,000.

Mr. Jarboe presented a list of building service projects setting forth the items requested in the FY '94 budget, the items that had been included and those that were not in the budget. The list included justifications for reinstatement of the deleted items.

During discussion Commissioner Loffler indicated that these items could be considered during the Supplemental Budget development.

Mr. Wise presented a handout setting forth proposed recycling workload requirements (tire recycling, metal recycling, glass, plastic, metal cans, newspaper, waste oil and waste antifreeze, composting, and freon removal). The handout also addressed the number of man hours using attendants, equipment operator, and laborers.

In closing Mr. Ichniowski requested consideration for two landfill laborers and one maintenance foreman.

SUPERVISORS OF ELECTIONS

Present: Marjorie Aud, President
Charles Latham, Sr., Member
Michael Sirk, "
Marie Gardner, Alternate Member
Robert Goldsmith, Alternate Member
Karen Abrams, Attorney to Board
Catherine Countiss, Clerk

The referenced individuals appeared before the Commissioners to discuss whether to purchase additional Shoup voting machines or to implement a new voting system. Mrs. Aud advised that Calvert County has offered the County 30 Shoup machines at a cost of \$300 each.

The Supervisors of Elections indicated that they looked into several types of voting systems and prefers the system offered by Business Records Corporation which could be rented for \$5,530 per month for a period of 60 months. Ms. Countiss provided a list of expenses that would be eliminated if the new system was implemented (including storage costs, repairs, election judges, custodians, and transportation).

During discussion Ms. Abrams advised that some time in the future, the county will be required to implement a new updated system.

After discussion the Commissioners requested county staff to prepare cost comparisons of acquiring additional Shoup machines and maintenance against leasing the new computerized voting system and to return to the Commissioners in two weeks with the findings.

FISCAL YEAR 1994 BUDGET DISCUSSION

Present: Ed Cox, County Administrator
Charles Wade, Director of Finance
Martha Jones, Budget Analyst

Relative to preparation of the Fiscal Year 1994 Budget, Mr. Wade distributed the following documents for the Commissioners' review: Budgeted/Actual Revenues for the period FY '87 through FY '92; General Fund Revenues ('92 Actuals, '93 Forecasted, and '94 Recommended); and FY '93 Income Tax Revenues from September through August.

Capital Projects

Mr. Wade requested the Commissioners' approval of the changes in the Capital Budget as follows: Advance Funding for Park Hall (\$1,861,000) permits; restructured bond issue - minus \$791,000/\$25,000 Debt Service; (Airport - \$107,200; Landfill - \$683,800; MetComm Aquifer Project - \$24,000; Senior Activity Center - \$60,000 - to come from Transfer Tax Revenues)

Commissioner Lancaster moved, seconded by Commissioner Bailey, to approve the changes to the Capital Projects as presented. Motion carried.

Funds Available and Recommended Uses

Mr. Wade reviewed the list of available funding totaling \$514,863 and presented a list of recommended uses for those funds:

1. Social Services	Reinstatement of \$50,000
2. ARC	Reinstatement of \$13,051
3. Developmental Center	Reinstatement of \$33,064
4. Tri-Co. Youth Services	Reinstatement of \$23,609
5. Sheriff's Cars	\$118,863
6. Board of Education	\$276,276
Total	\$514,863

Commissioner Thompson moved to approve Items One through Four. Motion died for lack of a second.

Commissioner Jarboe moved, seconded by Commissioner Thompson, to fund Items No. One through Six totaling \$514,863. Motion carried.

Board of Education

Piggy Back Tax

Relative to the Piggyback Tax, Mr. Wade distributed a memorandum dated May 12 setting forth the Code requirements for increasing the Tax. He stated that a public hearing must be advertised two successive weeks; the increases must be in 2% increments; and the Comptroller must be notified prior to July 1. Mr. Wade advised that if the Commissioners desired to increased the Piggyback Tax, the public hearing could be held June 1, which would be after the Board would be required to sign the Budget.

In addition Mr. Wade distributed a handout indicating a total deficit to the Board of Education in the amount of \$4,848,000 and suggestions as to how to reduce that deficit. During discussion, Commissioner Loffler suggested subtracting the General Increase, \$50,000 from health care, non-public placements, and replacement bus, and including funds for step increases, state current expense

increase, and the county increase which would bring the total deficit for the Board of Education to \$1,226,216. Commissioner Loffler also recommended that the Commissioners consider increasing the piggyback tax and reducing the property tax rate.

Commissioner Lancaster moved to approve raising the Piggy Back Tax to 60% to provide additional funding to the Board of Education in the amount of \$1,226,216. Motion died for lack of a second.

Commissioner Thompson moved to raise the Piggy Back Tax to 60% and lower the property tax rate by \$.05 and fund the Board of Education the difference between the property tax reduction and increase in revenues from the piggy back tax - \$1,082,800. Motion died for lack of a second.

Commissioner Lancaster moved to increase the Board of Education budget by \$1,226,216. Motion died for lack of a second.

Commissioner Lancaster moved to approve increasing the Piggy Back Tax by 10% and reducing the property tax rate by \$.02. Motion died for lack of a second.

Commissioner Thompson moved, seconded by Commissioner Lancaster, to raise the Piggy Back Tax to 60% and reduce the Property Tax Rate by \$.05 with the difference going to the Board of Education and \$1,424 to the Soil Conservation Service. Motion carried three to two with Commissioners Bailey and Jarboe voting against. Commissioner Jarboe indicated that there were other spending units in addition to the Board of Education with needs. Commissioner Bailey stated that because of today's economy, the County needed to "tighten its belt."

Preparation of Final Approved Budget

Commissioner Lancaster moved, seconded by Commissioner Thompson, to direct staff to prepare the final Fiscal Year 1994 Approved Budget based on referenced actions by the Board. Motion carried with Commissioners Loffler, Lancaster and Thompson voting in favor; Commissioner Bailey voting against; and Commissioner Jarboe abstaining.

CLASSIFICATIONS

The County Administrator presented a memorandum dated May 18 from the Personnel Officer requesting approval of the following reclassifications:

<u>Department</u>	<u>Position Title</u>	<u>Recommended Grade</u>
State's Attorney	Community Services Coord.	13
	Law Records Clerk	13

Commissioner Thompson moved, seconded by Commissioner Jarboe, to approve the reclassifications as presented. Motion carried.

ADJOURNMENT

The meeting adjourned at 5:55 p.m.

**Minutes Approved by Board of
County Commissioners on 7/25/93**

Judith E. Spaulding
Recording Secretary

