

**ST. MARY'S COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**MAY 17, 1994**

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**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 Lancaster, to approve the minutes of the Commissioners' meeting of Tuesday, May 10, 1994. 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) Library Classification and Salary Review**

The County Administrator presented a memorandum dated May 17 from the Personnel Officer relative to the library's classification and salary review. Mr. Cox indicated that the library board had presented a proposal to the Commissioners for a new pay scale, and the Commissioners had directed county staff to develop recommendations for their consideration. As set forth in the May 17 memorandum, he stated that it was staff's recommendation that it appears feasible to place the library employees on the county pay scale subject to certain areas requiring further action. Staff recommends that because of the time needed to finalize a classification and pay plan, that the library employees be awarded a 3.5% COLA on their current pay scale, effective July 1, 1994 and that July 1, 1995 be the target date for library personnel to be transferred to the county's pay scale.

The Commissioners gave their concurrence with staff's recommendations.

**2) Length of Service Award Program (Fire Departments/Rescue Squads)**

The County Administrator presented correspondence addressed to the St. Mary's County Fire Board responding to the recommendations of the Fire Board and Rescue Squad Association relative to the Length of Service Program. The return letter indicates that the Commissioners have reviewed the Length of Service Program and concur with the recommended changes as follows:

- ◆ Under the age 55 option, to increase the monthly minimum benefit from \$100 to \$125
- ◆ Under the age 60 option, to increase the monthly minimum benefit from \$150 to \$175
- ◆ Under both benefit options, to remove the cap on years of service (i.e., no maximum benefit)

Because the program will be amended to incorporate these changes, County Administrator Cox advised that staff has suggested various administrative changes to be included during the amendment.

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

3) **Letters of Appreciation**

The County Administrator presented letters for the Commissioners' signatures expressing appreciation for the presentation of annual reports.

The Commissioners agreed to sign and forward the letters.

4) **Appointments  
Boards, Committees, Commissions**

Commissioner Bailey moved, seconded by Commissioner Thompson, and motion carried, to make the following appointments with terms as indicated:

<u>Airport Commission</u>	<u>Terms To Expire</u>
Glenn E. Gardiner - REAPPOINTMENT	6/30/97
William D. McGarity - REAPPOINTMENT	6/30/97
<u>Commission for Women</u>	
Ella Carter - REAPPOINTMENT	6/30/97
Helen M. Williams - REAPPOINTMENT	6/30/97
<u>Council on Children and Youth</u>	
Michelle Lawyer - REAPPOINTMENT	6/30/95
<u>Economic Development Commission</u>	
Frances P. Eagan - REAPPOINTMENT	6/30/97
Robert R. Gabrelcik - REAPPOINTMENT	6/30/97
Alfred Gough, Jr. - REAPPOINTMENT	6/30/97
Joseph M. Gough, Jr. - REAPPOINTMENT	6/30/97
<u>Human Relations Commission</u>	
Donald M. Barber - REAPPOINTMENT	6/30/98
<u>Social Services Board</u>	
Helen L. Daugherty - REAPPOINTMENT	6/30/97
James Neal - REAPPOINTMENT	6/30/97

5) **Southern Maryland Electric Cooperative  
Annual Work Plan**

The County Administrator presented correspondence addressed to Southern Maryland Electric Cooperative indicating that the Commissioners have no comment on SMECO's work plan except that the permits must be secured in accordance with applicable building, zoning, or critical area requirements.

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

6) **Cooperative Reimbursement Agreement Application  
Circuit Court**

The County Administrator presented the Fiscal Year 1994-95 Cooperative Reimbursement Agreement Application by the Circuit Court in the amount of \$61,501 to be submitted to the Child Support Enforcement Administration.

**Commissioner Thompson moved, seconded by Commissioner Bailey, to approve and authorize Commissioner Loffler to sign the Application as presented. Motion carried.**

7) **Financial Advisor - 1994 Bond Issue**

The County Administrator presented a memorandum dated May 16 from the Director of Finance indicating that Mr. Sam Ketterman has resigned from the firm of Alex Brown and Sons, the county's financial advisor, and is now associated with A. Webster Dougherty and Company of Baltimore. Mr. Wade now recommends that the Commissioners change the county's financial advisory affiliation from Alex Brown and Sons to A. Webster Dougherty due to the fact that he had recommended Alex Brown and Son based on having the services of Mr. Ketterman.

The Commissioners agreed to defer a decision on the change of financial advisor until they could discuss it with Director of Finance Wade.

Later in the meeting Mr. Wade indicated that his recommendation to change the county's financial advisor was based on the county's relationship with Mr. Ketterman and Mr. Ketterman's familiarity with St. Mary's County and its financial situation, as well as with the rating agencies. In response to an inquiry from Commissioner Thompson, Mr. Wade advised that Mr. Ketterman would be the individual the County would work with at the new firm.

**After discussion Commissioner Jarboe moved, seconded by Commissioner Lancaster, to approve the change of financial advisor from Alex Brown and Sons to A. Webster Dougherty and Company. Motion carried.**

8) **Budget Amendments**

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

**No. 94-79**

**Recreation and Parks**

To provide funding for concession stand at Regional Park facility (\$16,690).

**No. 94-80**

**Recreation and Parks**

To provide additional funding for mileage reimbursement in R&P administrative budget (\$2,500).

**No. 94-81**

**Public Works**

To provide additional funding for salaries through FY '94 (\$4,000)

**Commissioner Lancaster moved, seconded by Commissioner Thompson, to approve and authorize Commissioner Loffler to sign the Budget Amendment as presented. Motion carried with Commissioner Bailey abstaining stating he disagreed with Budget Amendment No. 94-79.**

**CATHOLIC CHARITIES OF HUGHESVILLE**

Present: Candice Quinn, Director

Ms. Quinn appeared before the Commissioners to present a status report relative to the Catholic Charities of Hughesville's Regional Shelter. She reviewed the Shelter's Mission Statement which is to provide 24-hour emergency and transitional shelter for homeless women and children by providing for their basic needs and empowering women to strengthen their lives. Ms. Quinn stated that this mission is accomplished in three ways: (1) providing a safe, clean, stable environment; (2) providing emotional and spiritual nurturing and monitoring; and (3) providing access to training programs and overall personal enrichment.

Ms. Quinn pointed out that she took over the directorship in October, and she reviewed the accomplishments of the Hughesville Shelter since that time including the development of the referenced mission statement, development of a new handbook. Services provided by the shelter include counseling and a head start program for the children.

Relative to financing, the cost per bednight is \$29.62 with 32 available beds. The County contributes \$5,000 per year, grant funds received in the amount of \$25,399.92, and the balance is subsidized by Associated Catholic Charities in the amount of \$74,040.20.

In conclusion the Commissioners thanked Ms. Quinn for her presentation.

**SHERIFF'S DEPARTMENT  
PRESENTATION OF MARYLAND COMMISSION  
ON CORRECTION STANDARDS AWARD**

Present: Sheriff Pettit  
Donald Jones, Maryland Commission on Correction Standards  
Detention Center staff

Mr. Jones presented the Board of County Commissioners with a plaque recognizing the County for achievement in meeting 100% compliance of standards for the adult detention center.

**COMMENDATION  
COOPERATIVE EXTENSION  
EXPANDED FOOD AND NUTRITION EDUCATION PROGRAM**

The Commissioners presented a Commendation to Cooperative Extension representatives on the 25th anniversary of the expanded food and nutrition education program, recognizing outstanding dedication to the well being of over 5,000 low-income families by enhancing their health, nutrition and general welfare.

**PROCLAMATIONS**

The Commissioners presented the following Proclamations:

**Emergency Medical Services Week**

Designating the week of May 15 - 21, 1994 as Emergency Medical Services Week

**Older Americans' Month**

Designating the month of May as Older Americans' Month

**Older Marylanders' Month**

Designating the month of May as Older Americans' Month

**TELEVISION PUBLIC AFFAIRS PROGRAM**

As a follow up to the presentation at the April staff meeting of a demonstration of a public affairs program on local cable television stations, Commissioner Jarboe inquired as to what action was required of the Commissioners. The Commissioners viewed a demonstration video and received a proposal prepared by Information Specialist Judy Pedersen. County Administrator Cox explained that \$2500 is needed to do 12 programs beginning as soon as possible. He pointed out that he has met with the League of Women Voters (who films the Commissioners' weekly meetings for Channel 10), and he indicated that the public affairs program is intended to be a cooperative effort with the League, not competitive or overlapping. Mr. Cox indicated that if the pilot project is successful, there was a possibility it could be put out on bids.

After discussion Commissioner Jarboe moved, seconded by Commissioner Lancaster, to authorize the County Administrator and Director of Finance to develop a source of funds for the \$2500 and return to the Commissioners with a recommendation at next week's meeting. Motion carried.

**SOUTHERN MARYLAND NAVY ALLIANCE, INC.  
ACTIVITIES REPORT**

Present: J. Frank Raley, President  
Robert Gabrelcik  
Joseph M. Gough  
Robert F. Weiland  
Jack Daugherty  
John Paradis  
Jack Lynch  
Aleck Loker

The referenced representatives of the Navy Alliance appeared before the Commissioners to bring the Commissioners up to date relative to the Alliance's activities. The members spoke to the status of the various issues being addressed by the Alliance, particularly those areas resulting from the 1993 Base Realignment Commission (BRAC) decisions and preparations relative to BRAC '95. Areas of discussion included:

- o NESEA (now called NISE) - Insuring that the '93 BRAC language was carried out in detail at NESEA including that specified programs be functionally transferred to NAVAIR. Also, working towards bringing about a smooth transition
- o Flight Test Activities - Addressing the issue of a proposal to move T & E functions from Patuxent River to Edwards Air Force Base by providing facts and information papers relative to the importance of Patuxent River, and attending meetings with congressional and navy officials. A decision on the proposal has been postponed for a couple of years.
- o Anechoic Chamber - Continuing the support of the construction of the Anechoic Chamber at Patuxent River.
- o BRAC '95 - Supporting the consideration to delay BRAC '95 until 1997, which the Alliance believes would be in the Navy's best interest as time is needed to strengthen the County's position.
- o Eastern Continental US Range Complex - Seeking to build support for the range complex at Patuxent River which would not be in opposition to the established Western Complex, but complementary.
- o Construction Funding - Supporting the various construction items at Patuxent River.
- o Alliance Budget - Raised \$50,000 from private businesses; \$25,000 from St. Mary's County; \$10,000 from Calvert County. There is currently a balance of \$20,000, which the Alliance believes is sufficient to carry them through the current fiscal year.

In conclusion the Commissioners thanked the Alliance representatives for the presentation and requested to be kept updated on their activities.

## **EXECUTIVE SESSIONS**

Commissioner Thompson moved, seconded by Commissioner Bailey, to meet in Executive Sessions to discuss matters of Personnel (Sheriff's Department), as provided in Article 24, Section 4-210(a)1 and Litigation (Growth Allocations), as provided in Article 24, Section 4-210(a)8. 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  
Sheriff Wayne Pettit  
Capt. Greg Copado  
Charles Wade, Director of Finance  
George Foster, Personnel Officer  
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)  
Time Held: 11:35 a.m. - 12:00 Noon.

Action Taken: The Commissioners reviewed the Sheriff's various personnel requests and agreed to give consideration during the FY '95 Budget process.

### **Litigation**

Present: Commissioner W. Edward Bailey  
Commissioner Robert T. Jarboe  
Commissioner John G. Lancaster  
Edward V. Cox, County Administrator  
Joe Densford, County Attorney  
Jon Grimm, Director, Planning and Zoning  
Charles Wade, Director of Finance  
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)8  
Time Held: 12:05 p.m. - 12:20 Noon.

Action Taken: Mr. Densford and Mr. Grimm brought the Commissioners up to date relative to pending litigation and the Commissioners requested additional information prior to making a decision.

## **DEPARTMENT OF PUBLIC WORKS**

Present: Dan Ichniowski, Director  
1) **Pegg Road**  
**Addendum to Contract of Sale**

Mr. Ichniowski presented an Addendum to Contract of Sale between Joseph D. Knott and Deborah F. Knott and the Board of County Commissioners of St. Mary's County extending the contingency period of the Contract of Sale for an additional three months. The current contract expired April 14 and because of delays in the review by the State relative to wetland mitigation, an extension is needed.

Commissioner Jarboe moved, seconded by Commissioner Bailey, to authorize Commissioner Loffler to sign the Addendum to the Contract of Sale as presented. Motion carried.

2) **Charles County Community College  
Leonardtown Zoning Application**

Mr. Ichniowski advised that since the new community college site is located in the Town of Leonardtown, completion of the Town's Zoning Application is required. Therefore, he presented a zoning application requesting a rezoning of the former St. Mary's Academy property and adjacent parcel from PUD5 to RSF (Residential Single Family) with conditional use approval for community college use.

**Commissioner Jarboe moved, seconded by Commissioner Bailey, to approve and authorize Commissioner Loffler to sign the Application as presented. Motion carried.**

3) **Road Resolutions**

Mr. Ichniowski presented the following Road Resolutions for the Commissioners' review and consideration:

**No. R 94-03**

**Lighthouse Road**

Posting the cul-de-sac at the end of Lighthouse Road as a **No Parking Zone** between the hours of 7 a.m. and 4 p.m.

**No. R 94-04**

**Bay Front Drive**

Posting the county owned right-of-way, located at the end of Bay Front Drive as a **No Parking Zone** on both sides of the right-of-way from the end of Bay Front Drive to the seawall.

**Commissioner Thompson moved, seconded by Commissioner Lancaster, to approve and authorize Commissioner Loffler to sign the Road Resolutions as presented. Motion carried.**

4) **Correspondence Calling Letters of Credit**

**84 Lumber Company** - To St. Paul Mercury Insurance Company calling Bond No. 400JF 6069 in the amount of \$26,300 for Grading Permit #92-15

**Ryken Athletic Field** - To First National Bank of St. Mary's calling Letter of Credit #A1-6-3-93 in the amount of \$27,500 for Grading Permit #93-05.

**Will's Swamp, Lot 1** - To First National Bank of St. Mary's calling Letter of Credit #A2-01-15-92 in the amount of \$5,000 for Grading Permit #91-39.

**Forest Products Recycling Facility (Ent/Access)** - To U.S. Fidelity & Guaranty Co. calling Bond No. 04-0130-14829-92-1 in the amount of \$52,500 for Grading Permit #93-14.

**Laurel Glen PUD** - To First National Bank of St. Mary's calling Letter of Credit #A1-7-17-92 in the amount of \$110,000 for Public Works Agreement.

**Avenmar, Section 2-** To First National Bank of St. Mary's calling Letter of Credit #A2-10-16-92 in the amount of \$67,000 for Public Works Agreement.

**Tosca (Parcel "C") Warwick** - To Maryland National Bank calling Letter of Credit #290159 in the amount of \$30,000 for Public Works Agreement.

**Maple Run, Section 4** - To First National Bank of St. Mary's calling Letter of Credit #A1-7-15-1992 in the amount of \$219,700 for Public Works Agreement.

**Cook Hall Run** - To Maryland National Bank calling Letter of Credit #290530 in the amount of \$35,300 for Public Works Agreement.

Commissioner Lancaster moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Loffler to sign the correspondence calling Letters of Credit (which will be forwarded if necessary) as presented. Motion carried.

#### **FISCAL YEAR 1995 BUDGET**

Present: Edward V. Cox, County Administrator  
Charles Wade, Director of Finance  
Marty Jones, Budget Analyst

#### **Board of Education Budget**

Relative to the development of the Fiscal Year 1995 Budget, the Commissioners discussed various proposals, particularly as it relates to the Board of Education budget.

Commissioner Thompson stated her belief that the Commissioners should provide funding for the negotiated agreement of the Board of Education employees with the exception of the double steps. She stated this would require an additional \$252,170 above the amount funded in the Recommended Budget of \$2,582,259 for a total amount of \$2,834,429 not including the grant for nonrecurring expenses of \$900,000.

Therefore, Commissioner Thompson moved to provide \$2,834,429 to fund the negotiated agreement without the double steps in addition to a grant of \$900,000 for nonrecurring expenses. Motion failed for lack of a second.

Commissioner Lancaster stated his position that the Commissioners should provide funding for the entire negotiated agreement including the two steps. He stated he believed that the Commissioners could provide an additional \$660,000 above the amount funded in the Recommended Budget with the understanding the remaining amount required would be funded by the Board of Education.

Commissioner Lancaster moved, seconded by Commissioner Loffler, to provide \$3,242,259 to fund the negotiated agreement including the two steps. Motion defeated three to two with Commissioners Bailey, Jarboe and Thompson voting against.

The Commissioners reviewed the proposed schedule for the completion of the Fiscal Year 1995 budget and agreed there would not be a work session on May 19 and indicated that sufficient time should be set aside on May 24 for budget discussions.

#### **Recreation and Parks Budget**

Commissioner Thompson moved to include the Recreation Facility Manager as a regular staff position in the Fiscal Year 1995 Budget. Motion failed for lack of a second.

#### **ADJOURNMENT**

The meeting adjourned at 2:45 p.m.

Minutes Approved by Board of  
County Commissioners on 5/24/94

Judith A. Spalding  
Recording Secretary