

ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
MARCH 21, 1995

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Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Edward V. Cox, County Administrator
Judith A. Spalding, Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:00 a.m.

APPROVAL OF MINUTES

Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve the minutes of Tuesday, March 14, 1995 and Thursday, March 16, 1995. Motion carried.

APPROVAL OF BILLS

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

COUNTY ADMINISTRATOR ITEMS

Present: Edward V. Cox, County Administrator

1) **Appreciation Letters**

The County Administrator presented letters of appreciation addressed to the Chairs of those Boards that have presented their 1994 Annual Reports.

Commissioner Brugman moved, seconded by Commissioner Chesser, to sign and forward the letters as presented. Motion carried.

2) **Budget Amendments**

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

No. 95-29

County Commissioners

Justification: To cover costs of memorial plaque in remembrance of deceased county employees/officials (\$1,050)

No. 95-30

Economic Development (Agriculture/Seafood Division)

Justification: To provide funds for delayed reclassification of clerk-typist position

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

3) **Grants**

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

Job Training Partnership Act

Grant Request to be submitted to the Department of Economic and Employment Development for job retraining for dislocated workers in the amount of \$323,691 which had been previously signed by the County Administrator.

Housing Rehabilitation Loan Programs

Letter dated February 24 from Maryland Department of Housing and Community Development forwarding Local Agreements for the following housing rehabilitation loan programs.

- Agreement for Level II Administration of Special Loan Programs which covers Maryland Housing Rehabilitation Program (MHRP), Indoor Plumbing Program (IPP), Residential Lead Paint Abatement Program (RELAP), and Accessory, Shared and Sheltered Housing Program (ACCESS).
- Agreement for Administration of HOME Innovation Funds, which covers administration of the Special Targeted Applicant Rehabilitation Program (STAR)
- Agreement for Administration of HOME Innovation Funds, which covers the administration the Senior Home Repair Program (SHRP)

Commissioner Eagan moved, seconded by Commissioner Chesser, to approve and authorize Commissioner Thompson to sign the grant documents as presented. Motion carried.

4) **Response Letters
Hanover Run (Myrtle Point) Property**

In response to letters from Terri Thompson, Marie Gardner, E. Les Shaw, Dudley Lindsley, Gail Stevens regarding the Hanover Run Property, the County Administrator presented return correspondence advising that the Recreation and Parks Board task force has been established to conduct a thorough examination of the issue relative to possible acquisition for park land. The letter states that the Commissioners will consider the comments as they review and consider the task force report.

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

5) **Clearinghouse Project No. MD950222-0164
Tri-County Community Action
Housing Preservation Program for Home Improvements**

The County Administrator presented the referenced clearinghouse project and recommended that it be forwarded to the State with the comment that the project is consistent with the County's plans, programs, or objectives.

Commissioner Eagan moved, seconded by Commissioner Jarboe, to accept the County Administrator's recommendation. Motion carried.

6) **Public Works Agreements - Addenda**

On behalf of the Department of Public Works the County Administrator presented the following Addenda to Public Works Agreements

Queen Arbor

Between Harry W. Miller and Sons and Board of County Commissioners of St. Mary's County reducing the surety with First National Bank of St. Mary's to \$250,000.

Greenbrier, Phase 2 (formerly Whalers Creek Runn)

Between Heritage Manor Homes of Lexington Park, Inc. and Board of County Commissioners of St. Mary's County extending the completion date to April 1, 1996 and reducing the surety to \$174,000.

Greenbrier, Section 2 (formerly Whalers Creek Runn)

Between Heritage Manor Homes of Lexington Park, Inc. and Board of County Commissioners of St. Mary's County extending the completion date to April 1, 1996 and amending the surety to \$408,800.

Commissioner Brugman moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Thompson to sign the Addenda as presented. Commissioner Eagan abstained. Motion carried 4-0-1

7) **Mosquito Control Program
Amendment to Agreement**

The County Administrator presented correspondence dated March 2 from the Maryland Department of Agriculture forwarding amendments to the County's Mosquito Control Program with a proposed budget indicating allotment of funds and the County's costs at \$29,780. Total program cost is proposed at \$147,180.

Commissioner Jarboe moved, seconded by Commissioner Chessser, to approve and authorize Commissioner Thompson to sign the proposed budget as presented. Motion carried.

8) **Tri-County Animal Shelter**

The County Administrator presented correspondence dated March 16 from the Charles County Commissioners regarding the following two funding requests:

Expansion of Animal Shelter

Commitments have been made by Calvert and Charles Counties for their portion of the estimated cost of \$100,000 (St. Mary's County's share - \$37,500)

Replacement of Shallow Well

Estimated cost of new well - \$8,500 (St. Mary's County's share - \$3,187.50. Charles County will invoice St. Mary's for its share of the well based on the final actual cost.

Commissioner Chessser moved, seconded by Commissioner Eagan (for discussion purposes) to approve the requests as presented. Motion failed four to one with Commissioners Thompson, Brugman, Eagan and Jarboe voting against.

During discussion of the motion Commission Eagan requested additional information (justifications for the animal shelter project)

Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve funding for the replacement of the shallow well. Motion carried.

With regard to the funding request for expansion of the animal shelter, the Commissioners requested the County Administrator to prepare correspondence to the Charles County Commissioners indicating that the Board will consider approval of the request pending receipt of detailed information justifying the request.

9) Chesapeake Bay Trust Grant Application

On behalf of the Alliance for Alcohol/Drug Abuse Prevention, the County Administrator presented a Chesapeake Bay Trust Grant Application for funding in the amount of \$874.35 for two Alliance Programs--Hooked on Fishing and Freedom Fest '95.

Commissioner Eagan moved, seconded by Commissioner Brugman, to approve and authorize Commissioner Thompson to sign the grant application as presented. Motion carried.

**10) Villages at Hunting Quarter
Letter of Support**

As a follow up to a February 14 presentation, the County Administrator presented correspondence addressed to DeHarder Investment Corporation acknowledging and offering the County's support of the rent-to-purchase development of 53 single family detached affordable housing units at Hunting Quarter.

During discussion the Commissioners requested assurance that the County would not be providing any cost participation in the project, which County Administrator Cox confirmed that the County would not provide any funding participation in this project.

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

**11) Response Letter
Equivalent Dwelling Units - Camp Merryelande**

The County Administrator presented correspondence addressed to Mike Evans responding to his request for an additional Equivalent Dwelling Unit (EDU) for Camp Merryelande on St. George Island. Mr. Cox reported that when St. George Island was allocated EDU's for the new sewer line, a parcel-by-parcel survey of the properties was conducted. Mr. Evans had been allocated five EDU's; however, after presentation of documentation, the number of EDU's was changed to nine. He is now indicating that it is his belief that he should be allocated ten EDU's. After a review of the records staff had concluded that the number of EDU's should remain at nine.

Therefore, County Administrator Cox recommended that the Commissioners sign the letter indicating that the County has no reasons to change its December 7, 1993 decision for the allocation of nine EDU's which was based on considerable research and testimony.

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

12) Response Letter - Plumbing Permit/Inspection

The County Administrator presented correspondence addressed to Mrs. Dolores Reeves in response to her letter of March 9 relative to her final plumbing inspection. The return letter indicated that when her first plumber "released his plumbing permit for her project, the permit became void. She, therefore, would be required to have a licensed master plumbing take out a new plumbing permit in order to obtain a final plumbing inspection.

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

**13) Response Letter
Establishment of Buffer Zones**

The County Administrator presented correspondence addressed to Larry Pinto in response to his March 7 letter recommending the establishment of explicit buffer zones, through zoning regulations, for waste facilities and other industrial operations. The return letter advises that the Department of Planning and Zoning has been requested to include his recommendation for study during the annual review of the Comprehensive Plan and Zoning Ordinance.

**14) Correspondence
Telecommuting Center**

The County Administrator presented correspondence addressed to Dr. Since, Charles County Community College expressing concern about the lengthy time it is taking to secure a lease for and begin operation of the proposed Telecommuting Center for St. Mary's County

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

MYRTLE POINT REPORT AND RECOMMENDATIONS

Present: Phil Rollins, Director, Recreation and Parks
Jane Sypher, Recreation and Parks Board
Shelby Guazzo, Myrtle Point Task Force (representing Planning Commission)
(Recreation and Parks Board members, Task Force members and interested citizens)

The referenced individuals appeared before the Commissioners to present a report and recommendation relative to the Myrtle Point property. Mr. Rollins explained that at the suggestion of the County Commissioners, the Recreation and Parks Board established the Myrtle Point Task Force to examine the various issues relative to the property as a possible county park. He stated that the task force, comprised of ten county residents, focused mainly on the 200-acre peninsula portion and reviewed the potential uses of the land including residential and park options.

Ms. Sypher explained that the 1993 Maryland Land Preservation and Recreation Plan and the St. Mary's Land Preservation Plan served as the foundation for the Task Force in evaluating the need for parkland, specifically, waterfront parkland on the Patuxent River/Chesapeake Bay. The County's Plan adopted in March of 1993 recommended that an additional 395 acres of parkland would be needed within the next ten years, specifically the securing of a permanent waterfront park in the Eighth District. She pointed out that when this property went into default it presented an option for the County to consider.

Ms. Guazzo spoke to the need for public waterfront property in the County and pointed out that currently only 3% of the 400 miles of waterfront is under state/county ownership. She reported that the Task Force believes that a park is the best use of this land in that it meets the criteria established for park needs in the County.

Ms. Sypher noted that the Planning Commission and Recreation and Parks Board unanimously endorsed the recommendation for acquisition of the property as parkland.

Mr. Rollins discussed the fiscal issues relative to the property stating that Program Open Space funds could be used for property acquisition and development pointing out that St. Mary's County receives approximately \$400,000 annually, of which half can only be used to acquire open space or parkland. The other half can be used for acquisition or park development. He stated that it was possible that approximately \$1.2M in State and local funds could be available for acquisition of the land.

After discussion of the county's share and operational and maintenance costs, Commissioner Thompson stated that the Commissioners will review the information presented and discuss it further at a future Thursday meeting.

LENGTH OF SERVICE AWARDS

The County Commissioners presented Length of Service Awards to the following county employees:

<u>15 Years</u>	<u>20 Years</u>	<u>25 Years</u>	<u>30 Years</u>	<u>40 Years</u>
Lillian R. Buckler	George DeLozier, Jr.	Joseph R. Maloy.	Mary Lou Norris	Virginia Johnson
David A. Gray	Mary C. Hickson	Phillip Trossbach		
Jean Jager	Elinor Mattingly	Richard Thompson		
Sandra Johnson	Cynthia Pilkerton.			
Anita Meridith	James K. Raley, Jr.			
Margaret Nelson	Mary T. Toney			
Jannette P. Norris	Richard Voorhaar			
Phillip Shire				
Mary Evelyn Wood				

SHERIFF'S DEPARTMENT DRUG CONTROL/SYSTEM IMPROVEMENT FORMULA GRANT APPLICATIONS

Present: Sheriff Richard Voorhaar
Barbara Dotson, Fiscal Analyst

Sheriff Voorhaar and Mrs. Dotson appeared before the Commissioners to present the following grant applications for the Commissioners' consideration.

High School DARE (Renewal Grant)

Total Cost \$51,855 (Federal - \$38,891; Local - \$12,964)

Town Watch Community Policy (Renewal Grant)

Total Cost \$42,533 (Federal - \$31,900; Town - \$10,633)

Operation Community Watch - Lexington Park (New Grant)

Total Cost \$126,178 (Federal - \$94,634; Local - \$31,544)

Recidivism Reduction Project (New Grant)

Total Cost \$35,188 ((Federal - \$26,391; Local \$8,797)

During discussion Commissioner Eagan inquired whether two additional deputies will be hired for the Operation Community Watch, Sheriff Voorhaar explained that federal funds will be used to hire two officers; however, the Sheriff's Department will use two established officers for the program while the new officers receive training.

After discussion Commissioner Chesser moved, seconded by Commissioner Brugman, to approve and sign the Grant Applications as presented. Motion carried.

ST. MARY'S PUBLIC SCHOOLS ENERGY MANAGEMENT PROGRAM

Present: Ed Fitzgerald, Deputy Superintendent
Brian Law, Supervisor, Maintenance/Custodial Services

The referenced individuals appeared before the Commissioners to review the public school's energy management program and to request the Commissioners' concurrence to enter into an agreement with Johnson Controls, Inc. for Phase III of the project.

Mr. Law explained the plan stating that Phases I (seven buildings) and II (eight buildings) have been completed and were successful in improving school environment while saving energy, and Phase III will involve six remaining buildings and system enhancements to controlled buildings including upgrading of lighting systems. He pointed out that cost savings through the energy management program will be reinvested in the program and noted that the project is self-funded or "cost neutral." Phase III goals and objectives include facilities improvements, and operational improvements. He further pointed out that the project will involve local employment for the lighting project and will use students in various areas.

After discussion of the project, the Commissioners indicated concurrence for public schools to proceed with the Agreement with Johnson Controls for Phase III (which is a ten-year project).

FISCAL YEAR 1996 BUDGET REVIEW

Present: Edward V. Cox, County Administrator
Charles Wade, Director of Finance

As a follow up to previous discussions Mr. Wade distributed a handout relative to the development of the Fiscal Year 1996 Recommended Budget. The handout included information as to the number of employees at Step 8, Maintenance of Effort for public schools, expenditure highlights, and instructions relative to the constant yield tax rate (concept and public hearing requirements)

Discussion of the Fiscal Year 1996 Budget will continue on Thursday.

COUNTY COMMISSIONERS' TIME

Proposed Consolidation of County Government

Commissioner Chesser stated that relative to discussion concerning the possible consolidation of county government, he suggested that the Commissioners review various past documents from the League of Women Voters, the 1972 Charter Board recommendations, and the 1989 Charter Board recommendations. He further referred to a proposal by Commissioner Thompson last year to have an Annual Report to the Citizens which addressed problems with proposed solutions and would look back to determine if goals had been met. He recommended that the Commissioners not begin discussion of consolidation until they have had an opportunity to look at this information.

Commissioner Jarboe referred to the Efficiency 2000 Commission and suggested that a representative come before the Commissioners at a future Thursday meeting to discuss its goals.

COMMISSION FOR THE DISABLED ANNUAL REPORT

Present: Cynthia Brown
Gene Carter
Jack Hormell
Dennis Nicholson
Tom Stokel
Thomas "Butch" Price
Mike Long, Abled Disabled Club

The referenced individuals appeared before the Commissioners to present the 1994 Annual Report of the Commission for Disabled. Mrs. Brown explained that the Commission was established as a result of federal legislation, the Americans with Disabilities Act of 1990, designed to prohibit discrimination against people with disabilities. She reviewed significant activities of the commission including dissemination of educational materials, working with the Department of Public Works regarding accessibility of county facilities, and a follow up with departments on the evaluation of county programs regarding accessibility.

During discussion members of the Commission addressed various concerns including sidewalk accessibility, the handicap ramp at the Courthouse, doorways in county facilities, accessibility to doctor's offices.

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

**COMMUNITY SERVICES COORDINATION COMMITTEE
ANNUAL REPORT**

Present: Marilyn Beach
Patricia Bolds
Sam Bauman
Jack Hormell
Carol Locke-Endy
Gene Carter
Cynthia Brown

The referenced individuals appeared before the Commissioners to present the 1994 Annual Report of the Community Services Coordination Committee. Ms. Beach advised that the Committee conducted a survey of provider agencies and the results were compiled in a multi-faceted matrix. The Committee decided to conduct an in-depth review of access to services, particularly the availability of transportation services in the County. The next phase of the survey will involve interviewing clients and potential clients of transportation services.

After discussion the Commissioners agreed to meet with CSCC to discuss the services matrix compiled by the Committee.

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

**HUMAN RELATIONS COMMISSION
ANNUAL REPORT**

Present: Carletta Cyrus Parmes, Chair
Donald Barber
Arthur Casale
Patrick Ramplin

The referenced individuals appeared before the Commissioners to present the 1994 Annual Report of the Human Relations Commission. Ms. Parmes explained the purpose of the Commission which includes addressing discrimination issues. Mr. Barber explained the complaint process including the Commission's negotiation efforts. If the complaint cannot be resolved, it can be forwarded to the State in that the local Commission does not have enforcement powers.

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

**MENTAL HEALTH, SUBSTANCE ABUSE AND VICTIMS ADVISORY COUNCIL
ANNUAL REPORT**

Present: Alissa Jones, Chair
Cynthia Bruce
Patricia Bolds
Mary Clements
Sue Gelrud

The referenced individuals appeared before the Commissioners to present the 1994 Annual Report of the Mental Health, Substance Abuse and Victims Advisory Council. Dr. Jones explained the purpose of the Council and pointed out that one of the problems has been with membership in that some members have difficulty in attending. During the presentation, she addressed the following points: that the Council works closely with the Mental Health Authority; the Council will be conducting a needs assessment and customer satisfaction assessment. The Council will be particularly addressing coordination of services with the various provider agencies.

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

**FAMILY ASSISTANCE CENTER ADVISORY BOARD
ANNUAL REPORT**

Present: Juanita Nether, Chair
Sam Bauman, Vice-Chair
Susan Joyce
Connie Ross
Becky Stevens
Nicole Butler, participant

The referenced individuals appeared before the Commissioners to present the 1994 Annual Report of the Family Assistance Center Advisory Board. Ms. Nether explained that the key programs of the Board include the Family Assistance Center (Department of Social Services, Head Start, Mental Health Services of Southern Maryland, Tri-County Youth Services Bureau, Walden-Sierra); Lexington Park Family Support Center; and Carver Community Project. She summarized the activities of the group during 1994 and highlighted the services provided. Of particular concern to the Board was the need for repairs and maintenance of the Lincoln Avenue building.

During the presentation Nicole Butler read a statement to the Commissioners stating that she was a participant in the Family Assistance Center, that she is a mother of three daughters and has received her GED. She reported that she often helps at the Center.

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

**ALLIANCE FOR ALCOHOL DRUG ABUSE PREVENTION
POLICY COUNCIL MEETING**

The Commissioners attended the regular Alliance Policy Council meeting at the Carter State Office Building, Public Meeting Room.

EXECUTIVE SESSIONS

Commissioner Eagan moved, seconded by Commissioner Jarboe, to meet in Executive Session to discuss a matters of Personnel (Employment Contract; Resignation; and Nursing Home Center) as provided for in Article 24, Section 4-210(a)1. Motion carried.

Personnel (Employment Contract)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Gene Carter, Director, OOA
Edward V. Cox, County Administrator
Judith A. Spalding, Recording Secretary

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

Time Held: 4:53 p.m. - 5:00 p.m.

Action: The Commissioners discussed an Employment Contract and agreed to take formal action in Open Session at next week's meeting.

Personnel (Resignation)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Edward V. Cox, County Administrator
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)1
Time Held: 5:00 p.m. - 5:15 p.m.

Action: The County Administrator provided information to the Commissioners relative to a recent resignation and advised that he would keep the Commissioners informed on the matter.

Personnel (Nursing Center)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Edward V. Cox, County Administrator
Judith A. Spalding, Recording Secretary

Authority: Article 24, Section 4-210(a)1
Time Held: 5:15 p.m. - 5:35 p.m.

Action: The Commissioners discussed an issue relative to Nursing Center personnel and the County Administrator advised that staff will have additional information at next week's meeting.

ADJOURNMENT

The meeting adjourned at 5:35 p.m.

**Minutes Approved by Board of
County Commissioners on 3/28/95**

Judith A. Spalding
Recording Secretary