

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS
NOVEMBER 14, 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
Aleck Loker, County Administrator
Judith A. Spalding, Recorder

CALL TO ORDER

The meeting was called to order at 1:00 p.m.

APPROVAL OF MINUTES

Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve the minutes of Tuesday, November 7, 1995 as corrected. Motion carried.

APPROVAL OF BILLS

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

HOLLYWOOD ELEMENTARY SCHOOL STUDENTS

Commissioner Eagan introduced five students from Hollywood Elementary School who have accompanied her today for a tour of the Governmental Center and to attend the Commissioners' meeting.

COUNTY ADMINISTRATOR ITEMS

Present: Aleck Loker, County Administrator

1) **Response Letters**

The County Administrator presented the following response letters for the Commissioners' review and signatures:

- To Teresa M. Shipe regarding the food and beverage operation at the Wicomico Shores Golf Course.

Commissioner Jarboe moved, seconded by Commissioner Brugman, to approve and sign the letter as amended to include a sentence that a copy of the letter is being forwarded to the Chair of the Efficiency Task Force.

- To Nursing Center Rehabilitation Staff regarding subacute beds.

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

2) **December 26, 1995 County Commissioners' Meeting**

The Commissioners agreed not to meet on Tuesday, December 26, 1995.

3) **Board of Education Grant Award
Fiscal Year 1996**

The County Administrator advised that correspondence dated November 9, 1995 was received from the Superintendent of Schools advising that grant awards were received in the amount of \$40,370 for "Eisenhower Professional Development Program" and \$2,000 for "MHEC Bright Futures," which had not been included in the Approved Operating budget for Fiscal Year 1996. The letter requests permission to incorporate this grant award into the '96 budget.

Therefore, County Administrator Loker presented return correspondence approving the inclusion of the grant award into the Fiscal Year 1996 budget.

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

4) **Charles County Community College
Great Mills Site**

The County Administrator presented a memorandum dated November 9 from the Director of Public Works advising that the Superintendent of Schools has requested consideration for use of the Community College facility at Great Mills once it is vacated. She has requested use of the building as a temporary location of Piney Point Elementary School during its renovation project. Director Ichniowski's, in his memorandum, requested the Commissioners' concurrence that he proceed looking into the feasibility of that suggestion.

Commissioner Brugman suggested that the facility also be reviewed for possible use as a middle or elementary school site. County Administrator Loker indicated that he has made Commissioner Brugman's suggestion known to the Superintendent of Schools.

The Commissioners gave their concurrence for Mr. Ichniowski to proceed as requested.

5) **Infrastructure Priority Needs**

With regard to need infrastructures to support economic development in the County, Mr. Loker presented a list of proposed infrastructure priorities for the Commissioners' consideration which are to be forwarded to Governor Glendenning. He suggested that the Commissioners review the list and that he would return next week with a letter to the Governor forwarding the final priority list.

7) **Fiscal Year 1997 Budget Instruction Package**

Also Present: Steve Welkos, Director of Finance

The County Administrator and Director of Finance presented the Fiscal Year 1997 Budget Instruction Package to be submitted to All Spending Units for the Commissioners' consideration. Mr. Welkos reviewed the information which requests, taking into consideration financial uncertainties, the submission of reasonable funding requests which will maintain current service levels and which conservatively address any new requirements or workloads. The memorandum further requests agencies to provide separate pages summarizing the impact if FY '97 spending is maintained at FY '96 levels or at a 5% reduction. Included in the Instruction Package was the FY '97 Budget Calendar including public hearings on April 16 and 23.

After discussion Commissioner Chesser moved, seconded by Commissioner Jarboe, to sign and forward the Memorandum to All Spending Units as presented. Motion carried.

During discussion as to whether step increases should be included in the departmental budgets, Mr. Loker pointed out that this is an area that will be addressed by the consultant as well as the Efficiency Task Force.

**BOARD OF EDUCATION
EFFICIENCY STUDY PROPOSAL**

Present: Jon Roth, Vice-President, Board of Education
Robert Kirkley, "
Julie Randall, "
Fred Wallace, "
Shanaysha Furlow, student member, "
Joan Kozlovsky, Superintendent of Schools

The referenced members of the Board of Education appeared before the Commissioners to request an endorsement for a proposal to proceed with an RFP to hire a consultant to perform an efficiency study to determine whether services provided by the school system are essential, efficient and effective. Mr. Roth referred to efficiency measures that the school system has put in place including energy management and self-supporting food service.

Ms. Randall pointed out the areas that would be reviewed by the consultant include the functions of Administration (instruction, human resources, and budget and finance), the transportation department and the maintenance and operations department.

During the presentation, Ms. Randall indicated that the Bd/Ed will be returning to the County approximately \$193,000 in excess funds for FY '96 and requested the Commissioners' concurrence to use a portion of these funds for the efficiency study.

Areas of discussion included: cost to do the study, funding sources, extent of study, and use of county's efficiency task force and management consultant.

Relative to the county's study, Mr. Loker pointed out that because of the scope of the Bd/Ed's project and costs, noncompetitively adding it to the county's contract would be inappropriate.

In conclusion the Commissioners indicated concurrence for the Board of Education to proceed with the RFP and requested the members to return to the Board with costs prior to hiring a consultant.

SOUTHERN MARYLAND HIGHER EDUCATION CENTER

Present: Robert Randall, Chair
Gene Karol, Executive Director

The referenced individuals appeared before the Commissioners to request financial support to the Higher Education Center, located at Wildewood, in the areas of facility maintenance costs. Mr. Randall updated the Board on the status of the Center pointing out that Center is in its early stages of operation. During his review of expense and funding issues (including costs of operations and fixed costs, Mr. Randall advised that the Center is also applying for financial support from Calvert and Charles Counties, the State, the U.S. Navy, and the business community. He pointed out that the Center would provide 30% of its revenues toward defrayal of the costs.

Mr. Randall requested the Commissioners' consideration to fund \$75,645, less \$5,220 (30%) for Fiscal Year 1996 and \$50,400 from the County in Fiscal Year 1997.

After discussion the Commissioners directed the County Administrator and Director of Finance to determine whether there are available funds in the Fiscal Year 1996 budget for the Center and further to direct the County Attorney to begin the process for conveying the Higher Education Center property to the Center.

LEONARD HALL JUNIOR NAVAL ACADEMY

Present: Royce Holloway
Fred Tillack
Gary Kole
Sue Lockhart

At the suggestion of Commissioner Jarboe the referenced individuals appeared before the Commissioners to explain the growth of Leonard Hall Junior Naval Academy and to discuss options to address this growth.

Mr. Tillack reviewed the history of Leonard Hall, stating it was a non-profit corporation formed for charitable, religious, scientific, literary or educational activities., the school's mission and its vision. He pointed out the current and projected growth of Leonard Hall and suggested a modification to the current lease with the County to support future growth.

Mr. Tillack reviewed the advantages and disadvantages of two options: (1) to continue in the current facility, which is a safe option, but does not provide for growth potential; or (2) to consider a new location, which provides for more expansion and increased enrollment, but would have associated costs in making the facility usable.

During discussion Mr. Tillack advised that, with county staff, he toured the old Hollywood Elementary School facility to look at the feasibility of its use for Leonard Hall. He suggested that there be discussion between the school and the county to reach a consensus on the options for the long term and to modify the current lease agreement.

The Commissioners agreed to take the request under advisement.

TEEN CENTER CHANCELLORS RUN REGIONAL PARK

Present: Phil Rollins, Director, Recreation and Parks
Claude Clarke, Special Facilities Division Head
Donna Oztas, Teen Center Director

As a follow up to discussions last Spring, Mr. Rollins appeared before the Commissioners to present a status report on the operation of the Teen Center. Mr. Rollins pointed out the following:

- Candidates have been selected for appointment to the Teen Advisory Board and will be reviewed for consideration by the Commissioners on November 28;
- Sheriff's Department has assigned a DARE officer for security during the summer;

Relative to the funding issue and the request for financial support, Mr. Rollins advised that the Teen Center program had to be subsidized by the Recreation and Parks Enterprise Fund in the amount of \$24,811 in Fiscal Year 1995.

Mr. Rollins reviewed the participation levels at the Teen Center for Fiscal Year 1995 and year to date for Fiscal Year 1996, the FY '95 financial summary (Income: \$13,134; Expenses: \$37,945).

In conclusion Mr. Rollins stated that R&P plans to continue to operate the Teen Center this fiscal year using the Enterprise Fund to subsidize the program, and if at the end of the year, he will inform the Commissioners if the Enterprise Fund is in the red. At that time he would ask for assistance from the County.

COUNTY COMMISSIONERS' TIME

Request for Opinion

St. Mary's County Open Meetings Act/State Open Meetings Act

Commissioner Thompson presented correspondence addressed to the Attorney General requesting an opinion relative to the Open Meetings Act and its applicability to staff meetings

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

EXECUTIVE SESSIONS

Commissioner Brugman moved, seconded by Commissioner Jarboe, to meet in Executive Session to discuss matters of Litigation (The Skydiving Center; Parcel of Record), as provided in Article 24, Section 4-210(a)8. Motion carried.

Litigation (Parcel of Record)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Aleck Loker, County Administrator
Douglas Durkin, County Attorney
Judith A. Spalding, Recorder

Authority: Article 24, Section 4-210(a)8
Time Held: 4:15 p.m. - 4:40 p.m.

Action Taken: The Commissioners reviewed a draft letter to Potomac River Association and agreed to take action in open session.

PARCEL OF RECORD

LETTER TO POTOMAC RIVER ASSOCIATION

Following the Executive Session Commissioner Brugman moved, seconded by Commissioner Eagan, to sign and forward a letter to the Potomac River Association regarding the Parcel of Record proposed Consent Order. Motion carried.

Litigation (The Skydiving Center)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Aleck Loker, County Administrator
Douglas Durkin, County Attorney
James Haley, Acting Airport Manager
Judith A. Spalding, Recorder

Authority: Article 24, Section 4-210(a)8
Time Held: 4:45 p.m. - 6:10 p.m.

Action Taken: The County Attorney and Acting Airport Manager provided an update relative to the referenced legal matter. The Commissioners agreed to take action in Open Session.

THE SKYDIVING CENTER

Negotiation Settlement

Commissioner Jarboe moved, seconded by Commissioner Eagan, to authorize the County Attorney to proceed with the settlement negotiations as discussed in Executive Session. Motion carried.

Completion of Audit

Commissioner Jarboe moved, seconded by Commissioner Brugman, to authorize the Director of Finance to locate funding to complete the audit of The Skydiving Center by Reznick, Fedder, and Silverman. Motion carried.

ADJOURNMENT

The meeting adjourned at 6:15 p.m.

Minutes Approved by Board of
County Commissioners on 11/21/95

Judith A. Leachery
Recording Secretary