

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
JUNE 4, 1996**

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Dan Ichniowski, Interim County Administrator
Judith A. Spalding, Recorder

**OFFICE ON AGING
RETIRED SENIOR VOLUNTEER PROGRAM AWARDS LUNCH**

The Commissioners attended the Office on Aging's Retired Senior Volunteer Program Luncheon at the Western Steer.

CALL TO ORDER

The meeting was called to order at 2:05 p.m.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Chesser, to approve the minutes of Tuesday, May 28, 1996, as corrected, and the special meeting held Thursday, May 30, 1996. Motion carried.

APPROVAL OF BILLS

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

ADDITIONS/DELETIONS TO AGENDA

Commissioner Eagan moved, seconded by Commissioner Jarboe, to accept the agenda for June 4 and to change the meeting date for the Executive Session on zoning litigation and open session on the comprehensive plan discussion from Thursday, June 6 to Monday, June 10. Motion Carried.

SICK LEAVE CLUB AWARDS

The Commissioners present Sick Leave Club Awards to the following county employees

<u>100 Days</u>		<u>200 Days</u>	<u>300 Days</u>
Donald F. Adams	Roger L. Oliver	Michael E. Humphries	Jay F. McGrath
Iva M. Cain	Oliver D. Stewart, Jr.	Michael E. Mattingly	
Kenneth L. Cusic	Joseph W. Suchinsky	Judith A. Spalding	
Judy L. Davies	Susan G. Wilkinson		
Charles E. Malone			

**ADVANCED LIFE SUPPORT
PRESENTATION OF AWARD TO COUNTY COMMISSIONERS**

Present: Michael Quade

Mr. Quade presented an award to the Board of County Commissioners in appreciation for support to the Advanced Life Support.

COUNTY ADMINISTRATOR ITEMS

Present: Dan Ichniowski, Interim, County Administrator

1) Correspondence

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

- a.) To Senior Citizens at Oakley Hall regarding consolidation of senior centers and closing of Oakley Hall and addressing the issue of a community center.

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

- b.) To Tri-County Council expressing concern regarding scheduling of meeting about air commuter service at St. Mary's County Airport.

Commissioner Eagan moved, seconded by Commissioner Brugman, to approve and sign the letter as presented.

Commissioner Eagan moved, to amend the motion to amend the letter to state "... because the County Commissioners are responsible for the improvements and operations of the Airport, and for legal liability at the Airport." Motion carried.

Motion was unanimous to approve the main motion as amended.

- c.) To Airport Commission requesting information regarding economic impact of an air commuter service at St. Mary's County Airport.

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

- d.) To Citizens regarding Annual Chamber of Commerce Trade Fair (to be included in the Trade Fair Supplement in the newspaper).

- e.) To Chamber of Commerce responding to the Governmental Affairs Committee's recommendations regarding the development review process.

Commissioner Eagan moved, seconded by Commissioner Chessser, to approve and sign letters (d and e), as presented. Motion carried.

- f.) To Chairs of Boards expressing appreciation for presentation of annual reports.

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

2) Grant Documents

Mr. Ichniowski presented the following grant documents for the Commissioners' consideration:

1996 Emergency Shelter Grant Application

(Through Housing Authority) \$17,00 in support of Three Oaks Shelter and \$27,651 by Department of Social services in support of county-wide homeless prevention activities and to address homeless situations.

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

Service Link Housing Services Program Contract

Also Present: John Raley, DSS

(Through Department of Social Services) For Fiscal Year 1997. The program connects residents in low-income housing with needed services in St. Mary's County.

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

3) Request for Public Hearing - Indian Bridge Road Upgrade

Mr. Ichniowski requested authorization to proceed with scheduling a public hearing for the realignment of 1400 feet and upgrading approximately 3.7 miles of Indian Bridge Road on Tuesday, July 9 at 7 p.m., Carter State Office Building.

The Commissioners gave their concurrence to schedule the hearing as requested.

4) Governmental Center Road Names

Mr. Ichniowski advised that correspondence was received from the Leonardtown Commissioners requesting input from the County Commissioners for the two entrance roads for the Governmental Center. Leonardtown is in the final phase of the 911 addressing system for the Town.

The Commissioners will take the request under advisement.

**5) Resolution No. 96-18
Abandonment/Relocation of Graves Road**

As a follow up to last week's meeting Mr. Ichniowski presented a Resolution regarding the abandonment of 500 feet and realignment of 1500 feet of Graves Road, Glebe Run Subdivision. As requested by the Commissioners, the Resolution indicates that it will not take effect until Planning Commission approves the final Subdivision Plat consistent with the Preliminary Plan.

Commissioner Jarboe moved, seconded by Commissioner Chesser, to approve and sign Resolution No. 96-18 as presented. Motion carried.

**6) Resolution No. 96-19
Boards, Committees, Commissions**

Mr. Ichniowski presented a draft Resolution amending Resolution No. 96-. The amendment adds the following statement:

It is the Commissioners' policy to appoint St. Mary's County residents to Boards, Committees, and Commissions unless there are no county residents available to fill positions which are mandated by law.

Commissioner Eagan moved, seconded by Commissioner Chesser, to approve and sign Resolution No. 96-19 as presented. Motion carried.

7) Information Release - Transfer Station Hours

Mr. Ichniowski presented an Information Release regarding the Commissioners' decision to keep the current transfer station hours based on a recent citizen survey and the Solid Waste Advisory Committee's recommendation.

During discussion of the Information Release Commissioner Eagan suggested that at a later time, the Commissioners consider changing the hours at least one day a week to accommodate those individuals who cannot use the transfer station during the current hours.

After discussion Commissioner Eagan moved, seconded by Commissioner Chesser, to distribute the Information Release as presented. Motion carried.

**ALLIANCE FOR ALCOHOL/DRUG ABUSE PREVENTION
AMERICORPS/VISTA GRANT RENEWAL**

Present: Cynthia Brown, Director, Office of Community Services
Joe Dick, Director, Alliance
Joe Donick, Coordinator, Alliance
Patricia Sawyer, VISTA Worker
Patricia Tippet, “

The referenced representatives of the Office of Community Services appeared before the Commissioners to present the VISTA Project Grant Application for renewal. The grant is in the amount of \$357,078 and the county's share is in-kind in the amount of \$22,200.

Commissioner Jarboe moved, seconded by Commissioner Eagan, to authorize Commissioner Thompson to sign the Grant Renewal Application. Motion carried.

**DEVELOPMENT REVIEW FORUM
ANNUAL REPORT**

Present:	F. Elliott Burch, Jr., Chair	Dan Ichniowski	Herb Redmond
	Joe Gough	Bill Mehaffey	Tom Russell
	Jon Grimm	Larry Petty	Al Stewart

The referenced individuals appeared before the Commissioners to present the 1995 Annual Report of the Development Review Forum. The report included the group's purpose (which is to review and make recommendations regarding the permit review process as contained in the consultant's streamlining report); activities (which included the establishment of the committee and continued implementation of the recommendations of the streamlining report) and plans for the current year (pursing the co-location of Planning and Zoning and Environmental Health; looking into computer linkage among agencies).

During discussion of the report the Forum members requested the Commissioners' consideration regarding the implementation of the following:

- * To require applicants to drop off permit applications
- * To allow minor exterior construction applications to be walked around and preparation of appropriate Customer Assistance Guide
- * To centralize review fee collection
- * To update Customer Assistance Guide #1: How to Obtain a building permit (to reflect the new process)
- * To eliminate the impact fee agreement form.

In addition the DRF requested the Commissioners' consideration to fill the "builder" vacancy on the committee.

Mr. Grimm noted that if the Commissioners approve the implementation of the drop-off permit application process, that the Commissioners allow the closing of Planning and Zoning permit counter for certain hours.

Other areas of discussion included: turn around times for issuing of permits and individuals who may have difficulty in completing forms for permits.

In conclusion the Commissioners agreed to take the requests of the DRF under consideration.

DEPARTMENT OF ECONOMIC DEVELOPMENT

Present: Martin Fairclough, Director, DED

The Commissioners met with Mr. Fairclough, the newly appointed Director of Economic Development, to discuss the goals and objectives of his position. Each of the Commissioners reviewed the areas that he/she would like to address by the department including: employment that would not require technical background; activities that are currently being done on base that could be done off the base; methods of increase tax and economic base of the county (small businesses including clean manufacturing industry); compatible corporations; zoning issues as they relate to small business; employment for county residents; farming issues; commuter service at county airport; and commercial marinas.

Mr. Fairclough presented a memorandum setting forth his plans for the operation of the Department of Economic and Development (including a work plan for the Commissioners' review; support of the Navy and its endeavors; technology transfers; technical assistance to small businesses; and the development of strategies to capitalize on the opportunities that exist in St. Mary's County).

EXECUTIVE SESSIONS

Commissioner Jarboe moved, seconded by Commissioner Brugman, to meet in Executive Session to discuss a matter of Personnel (Sheriff's Department), as provided in Article 24, Section 4-210(a)1. Motion carried.

Commissioner Eagan moved, seconded by Commissioner Chesser, to meet in Executive Session to discuss a matter of Personnel (Boards, Committees, Commissions), as provided in Article 24, Section 4-210(a)1. Motion carried 3-1-1 with Commissioner Jarboe voting against and Commissioner Brugman abstaining.

Personnel - Sheriff's Department

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
Dan Ichniowski, Interim, County Administrator
Steve Welkos, Director of Finance
Sheriff Richard Voorhaar
Capt. Jamie Raley
George Foster, Personnel Officer
Judith A. Spalding, Recorder

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

Time Held: 4:00 p.m. - 4:55 p.m.

Action Taken: The Commissioners discussed a personnel request by the Sheriff and agreed to take in open session to get comments from department heads, employees' association and employees and requested the Sheriff to return with a formal recommendation.

(Commissioner Eagan left the meeting at 4:55 p.m. to attend the Great Mills High School Graduation.)

Personnel (Consideration of Appointments to Boards, Committees, Commissions)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Lawrence D. Jarboe
Judith A. Spalding, Recorder

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

Time Held: 4:55 p.m. - 5:55 p.m.

Action Taken: The Commissioners reviewed the current status sheet and the list of terms to expire June 30, made nominations, and directed staff to contact the individuals and prepare appropriate letters of appointment for their signatures.

7:00 P. M.

FOLLOW UP TO EXECUTIVE SESSION

Personnel

Commissioner Chesser moved, seconded by Commissioner Jarboe, to direct the Personnel Officer to coordinate with department heads, employees association and employees to get comments regarding the change of schedule for law enforcement and correction officers. Motion carried.

PUBLIC FORUM

The Commissioners conducted the regular monthly public forum and accepted questions and comments from the audience:

Terry Miller - Expressed concern regarding the Elections Office and the difficulty in getting election information (absentee ballot counts, election results by district) and the need for better computer skills. He indicated that the Republican Central Committee would be submitting a formal complaint. Commissioner Thompson responded that although the county funds the elections office, it is a state agency. She further suggested that he also request the Democratic Central Committee to write a letter.

Doug Ritchie - Indicated he attended the comprehensive plan meeting and although there were many good parts of the plan, he felt it was deficient in identifying places for people to work (such as an industrial park). He suggested that the County rent out property to businesses.

Charlotte Ashby - Stated she attended the comprehensive plan meeting and stated that an element was missing--that if the County was interested in attracting tourists, there was no plan for cleaning up eyesores (unused tractor trailers, burned out houses).

Minnie Russell - Pointed out that the laws that are on the books should be enforced (which could take care of some of the eyesore problems). She also question the number of unlicensed cars are allowed on premises.

Commissioner Jarboe suggested giving people an incentive to clean up property by getting the fire department to burn down old unused structures and the County could waive the economic impact fee.

ADJOURNMENT

The meeting adjourned at 7:50 p.m.

**Minutes Approved by Board of
County Commissioners on 6/11/96
Judith A. Spalding
Recording Secretary**