

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
MAY 20, 1997**

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
John J. Kachmar Jr., County Administrator
Judith A. Spalding, Recorder

**OFFICE ON AGING
RETIRED SENIOR VOLUNTEER PROGRAM RECOGNITION**

The Commissioners attended the Retired Senior Volunteer Program Recognition and Lunch at the St. Mary's Technical Center.

CALL TO ORDER

The meeting was called to order at 1:10 p.m.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Chesser, to approve the minutes of Tuesday, May 13, 1997, as corrected. Motion carried.

APPROVAL OF BILLS

Commissioner Jarboe moved, seconded by Commissioner Chesser, to authorize payment of the bills with the inclusion of payment of the bill to Tom Wisner for "Songs and Stories of the Chesapeake," which was held last week for additional information. Motion carried.

ADDITIONS/DELETIONS TO AGENDA

Commissioner Jarboe moved, seconded by Commissioner Eagan, to approve the Agenda as presented. Motion carried.

CONSENT AGENDA

The Consent Agenda included the following:

1. **Correspondence**
 - a. To Norris Jay Hanks responding to comments regarding the second draft of the Comprehensive Plan.
 - b. To Chair, Commission on Environment, responding to comments regarding the draft Comprehensive Land Use Plan.
 - c. To Beatrice Marie Gardiner responding to request to include property in an Agricultural Land Preservation District.
 - d. To Lawrence M. Joy responding to request regarding transfer tax exemption.
 - e. To Denise Anderson regarding speeding traffic on Docker Drive.
 - f. (two letters) To Howard Lee and Anita J. Philips and to Donna Reeder responding to concerns regarding school redistricting proposal.

- g. (four letters) To Harold Siskind, Martha J. Carter, Deborah Kole, and Carol Samuel responding to request for a traffic signal to serve the Leonardtown school complex.
- h. To Colton Endowment Task Force requesting a representative of the group to attend the Commissioners' meeting on June 10 to present the checklist for use of the endowment funds.
- i. (seven letters) To various boards and committees expressing appreciation for annual report.
- j. To Rosemary Tuinman responding to concerns regarding cable service.
- k. E-Mail response to Louis C. Dunn regarding the Mechanicsville Volunteer Fire Department's home page.

Commissioner Eagan moved, seconded by Commissioner Chesser, to approve the Consent Agenda as presented. Motion carried

COUNTY ADMINISTRATOR ITEMS

Present: John J. Kachmar Jr., County Administrator

1. Budget Amendments

- a. No. 97-54 - Cooperative Extension Service
(Replacement of stove and refrigerator in demonstration kitchen necessitated by move to new facility as agreed to between County Administrator and CES - \$700)

Commissioner Eagan moved, seconded by Commissioner Chesser, to approve and authorize Commissioner Thompson to sign Budget Amendment No. 97 -54 as presented. Motion carried.

- b. No. 97-55 - Public Works
(Additional funds for Asphalt, Staff Development, and Medical for remainder of FY '97 - \$1,800)

Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Thompson to sign Budget Amendment No. 97-55 as presented. Motion carried.

- c. No. 97-56 - Public Works
(To cover original bid dated 4/24/96 in accordance with the award letter and supplemental posting inspections and analysis - \$7,200)

Commissioner Eagan moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Thompson to sign Budget Amendment No. 97-56 as presented. Motion carried.

- d. No. 97-45 - Department of Public Works
Millstone Landing Bridge (\$218,000) (Requested information provided by DPW by memorandum dated 5/12/97)

Also Present: Dan Ichniowski, Director, DPW

Mr. Ichniowski explained that after the meeting with the Commissioners, he had a meeting with the property owners, who expressed interest in submitting a petition to make the road (including the bridge) as a private road. The Commissioners reiterated their direction that the budget amendment not be considered until after bids are received on the bridge replacement.

4. **Grant Documents**

- a. Office of Community Services
Grant Extension - Southern Maryland Interagency Consortium for Children and Families (State Funding: \$27,153)

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

- b. Sheriff's Department
Grant Application - Operation Community Watch - Lexington Park Renewal (Federal: \$41,672; County: \$13,891)

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

5. **Services Contract Agreements**

- a. between Department of Social Services and St. Mary's County Government for St. Mary's Women's Center (\$27,000)

Commissioner Jarboe moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Service Contract Agreement as presented. Motion carried.

- b. between Department of Social Services and Recreation and Parks to provide \$22,551 in state funding for a summer teen camp and \$50,449 in state funding for a fall program at the Regional Park.

Commissioner Jarboe moved, seconded by Commissioner Eagan, to approve and authorize Commissioner Thompson to sign the Service Contract Agreement as presented. Motion carried.

6. **Community College Stormwater Management Agreement**

Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Thompson to sign the Stormwater Management Agreement as presented. Motion carried.

7. **Target Funding Agreement**

between the Maryland State Department of Health and Mental Hygiene and St. Mary's County Government for Fiscal Year 1998 Local Health Department Targeted Funds (match funding percentage and terms unchanged from last year).

Commissioner Chesser moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner Thompson to sign the Agreement as presented. Motion carried.

8. **Myrtle Point Master Plan
Correspondence to Planning Commission**

two options:

letter a - requesting amendments to 3/11 letter;

letter b - requesting amendments to 3/11 letter and providing clarification to the Commissioners' position.

After discussion Commissioner Jarboe moved, seconded by Commissioner Eagan, to redraft letter a to add a paragraph to include provision "to solicit input from all our communities to ensure the creation of diverse recreational activities." Motion carried.

9. **Resolutions - Fiscal Year 1997 Supplemental Appropriations**

As a follow up to the May 6 public hearing the County Administrator presented the following Resolutions for the Commissioners' consideration:

Resolution No. 97-21

Office of Community Services

Appropriation of \$24,338 in State grant funds to the Office of Community Services for the purpose of providing a continuation of the existing Lexington Park Juvenile Delinquency Prevention Program.

Resolution No. 97-22

Office of Community Services

Appropriation of \$3,000 in State grant funds to the Office of Community Services for the purpose of conducting a "Hooked on Fishing - Not Drugs" Program for youth.

Resolution No. 97 -23

Marcey House

Appropriation of \$20,000 in State grant funds to the Marcey House for the purpose of providing a new van to assist with transportation needs of Marcey House residents.

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

ANNUAL REPORTS

Metropolitan Commission

Present: Larry Petty, Director
Steve King, Deputy Director
Joseph Russell, Chair
Bill Derby
Elizabeth Wood

The referenced individuals appeared before the Commissioners to present the Metropolitan Commission's 1997 Annual Report. The report included projects accomplished and started in 1997 (major construction projects including Wicomico Shores w/s project, airport sewerage project, Compton area sewer extension, etc.) and Customer Relations Survey; plans for the current year (construction projects: Pine Hill Run Wastewater Treatment Plant, Route 235/ Hollywood Town Center Sewer and Water Project, St. Clement's Shores Water System Upgrade); Problems and Challenges (Scotland and Rodo Beach Sewer Service, Charlotte Hall Sewer Service, etc.)

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

Tri-County Youth Services Bureau

Present: Sam Bauman, Director
Kathleen Lyon, President

The referenced individuals appeared before the Commissioners to present the Tri-County Youth Services Bureau's 1997 Annual Report. Ms. Lyon explained the purpose of TCYSB which provides services for intervention, prevention and counseling for children, adolescents and their families. The report included significant activities, charts showing funding sources, numbers of individuals in formal counseling, problem categories, and parent education participants. In concluding the report Mr. Bauman advised that capital improvements to the building at Charlotte Hall will begin this summer.

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

Ethics Commission

Present: John Baggett, Vice-Chair
Pete Weiskopf
Steve Norman, Assistant County Attorney
Lisa Dwyer Peoples, Secretary to Commission

The referenced individuals appeared before the Commissioners to present the Ethics Commission's 1997 Annual Report. The report included processes for advisory opinions, complaints, and review of financial disclosures. During the presentation Mr. Baggett referred to the conflict between certain provisions of the Ethics Ordinance and the Open Meetings Act and that the Ethics Commission recommends it be resolved by legislative action.

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

SICK LEAVE CLUB AWARDS

The Commissioners presented sick leave club awards to the following county employees:

	<u>100 Days</u>		<u>200 Days</u>
Mickey M. Bailey	Lyle E. Long	Norma G. Miller	Evaughn C. Lennon
Timothy I. Butler	Walter J. Lundregan	William R. Norris	Paul E. Wible
Jon R. Grimm	Paulo R. Martinez	William P. Russell	George C. Yates
David M. Guyther	Thomas A. Mattingly, Jr.	Kevin D. Somerville	
Michael R. Merican	Becky B. Stevens		

**WALDEN COUNSELING CENTER
(HOMELESS SERVICES PROGRAM)**

Present: Kathy O'Brien, Director

As a follow up to a request by the Commissioners, Ms. O'Brien appeared before the Board to explain the homeless services provided by Walden and the use of the Department of Human Resources grant funds. She explained the reduced funding by the State, and that Walden was trying to make better use of the funds by providing case management services. Each client is assessed as to needs and services are coordinated with other appropriate agencies (schools, courts, social services). The grant was for \$80,000 (\$50,000 for staff salaries to handle case management, looking to family and friends of victims for shelter; \$30,000 for emergency shelter). She emphasized that no one has been turned away.

**PROCLAMATION
BUCKLE UP AMERICA! WEEK**

The Commissioners presented a Proclamation designating the week of May 19-26, 1997 as Buckle Up America! Week.

COURTHOUSE RENOVATION PROJECT UPDATE

Present: Thomas E. Vandever, Henningson, Durham & Richardson, Inc. (architect)
Joseph M. Gonzalez, "
Dan Ichniowski, Director, DPW
George Erichsen, Deputy Director, DPW
Jay McGrath, Engineer, DPW
Representatives from the Town of Leonardtown

Representatives from the architectural firm of Henningson, Durham & Richardson, Inc. appeared before the Commissioners to present a status report on the Courthouse Renovation project. Mr. Vandever reviewed the project goals, scope of work, and schedule. He explained that three courts and one Master court was included in the ten-year plan with a increase of two in the 20-year plan.

Discussion ensued regarding the design (building height, court areas, windows, etc.) current time schedule and whether the time frame could be moved up (RFP's could be let prior to design being completed; request contractors for a guaranteed maximum price); how the judges and occupants of the courthouse will be accommodated during the construction period; and parking (converting grassy area by sheriff's department into parking, the town will make other space available).

In conclusion the architect agreed to take the Commissioners' suggestions and develop a menu of options with risks and benefits of each.

FISCAL YEAR 1998 BUDGET DISCUSSION

Present: John J. Kachmar Jr., County Administrator
Steve Welkos, Director of Finance
Roy Hicks, Deputy Director of Finance
Martha Jones, Budget Analyst

As a follow up to last week's discussion, Mr. Welkos distributed a handout setting forth appropriation and revenue adjustments to date for the operating and capital budgets. In addition County Administrator Kachmar presented an organizational chart and justifications for each of the positions discussed on May 13. After review and discussion the Commissioners took the following actions:

Human Resources Department

Commissioner Eagan moved, seconded by Commissioner Jarboe, to establish a Human Resources Department. Motion carried.

Risk Manager Position

Commissioner Jarboe moved, seconded by Commissioner Chesser, to authorize the establishment of a Risk Manager position as a county employee (and to possibly be shared by MetComm and the Board of Education). Motion carried.

Capital Facilities Director

Commissioner Eagan moved, seconded by Commissioner Brugman, to establish a Capital Facilities Director position under the County Administrator. Motion carried three to two with Commissioners Thompson and Chesser voting against.

(Commissioner Thompson stated she would support such a position under the Department of Public Works.)

Public Schools

After discussion regarding Board of Education's carry over funds, budget by category and not line item, the school bus contractors/drivers, Commissioner Eagan moved, seconded by Commissioner Jarboe to allow the Board of Education up to \$70,000 of carry-over funds from FY '97 to be allocated to the transportation category.

Commissioner Eagan moved, seconded by Commissioner Brugman, to amend the motion to revise the amount to the Board of Education to \$65,300, the amount indicated by the Bd/Ed for the increase to the contractors. Motion carried four to one with Commissioner Thompson voting against.

Vote on the main motion was three to two with Commissioners Thompson and Chesser voting against. Commissioner Thompson voted against the motion because she believed a wrong message was being sent and that this should be a decision of the Board of Education.

Sheriff's Department

Mr. Welkos advised that there was a mistake in a line item for the Sheriff's Department--a sergeant position was included and a corporal position inadvertently eliminated, but the corporal position needs to be put back in the budget. Mr. Welkos will adjust the budget accordingly.

Tri-County Animal Shelter

After discussion of the April 29 letter from Charles County, Commissioner Eagan moved, seconded by Commissioner Thompson, to include the County's share of funding for the expansion of the shelter, with the understanding that the actual expenditure will have to come back to the Board for decision. Motion carried.

EXECUTIVE SESSIONS

Commissioner Jarboe moved, seconded by Commissioner Eagan, to meet in Executive Session to discuss matters of Personnel (Classification Appeal, Planning Commission Membership, and County Administrator's Evaluation Process), as provided for 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 Property Disposition (Skipjack Property), as provided for in Article 24, Section 4-210(a)11. Motion carried three to two with Commissioners Brugman and Jarboe voting against.

Personnel (Reclassification Appeal)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
John J. Kachmar Jr., County Administrator
Judge John Hanson Briscoe }
Judge Marvin Kaminetz } left at 6:15 p.m.
Judith A. Spalding, Recorder

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

Time Held: 6:07 p.m. - 6:17 p.m.

Action Taken: The Commissioners discussed the reclassification appeal and agreed to take action in open session.

Personnel (Planning Commission Membership)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
John J. Kachmar Jr., County Administrator
Judith A. Spalding, Recorder

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

Time Held: 6:17 p.m. - 6:21 p.m.

Action Taken: The Commissioners discussed the membership on the Planning Commission and agreed to Commissioner Jarboe doing a follow up.

Property Acquisition (Skipjack Property)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
John J. Kachmar Jr., County Administrator
Judith A. Spalding, Recorder

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

Time Held: 6:21 p.m. - 6:35 p.m.

Action Taken: The County Administrator discussed the Skipjack property and received direction from the Board.

Personnel (County Administrator Evaluation Process)

Present: Commissioner Barbara R. Thompson, President
Commissioner D. Christian Brugman
Commissioner Paul W. Chesser
Commissioner Frances P. Eagan
Commissioner Lawrence D. Jarboe
John J. Kachmar Jr., County Administrator
Judith A. Spalding, Recorder

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

Time Held: 6:35 p.m. - 6:46 p.m.

Action Taken: The Commissioners discussed the process for doing the one-year evaluation of the County Administrator and agreed to take action at next week's meeting.

FOLLOW UP TO EXECUTIVE SESSIONS

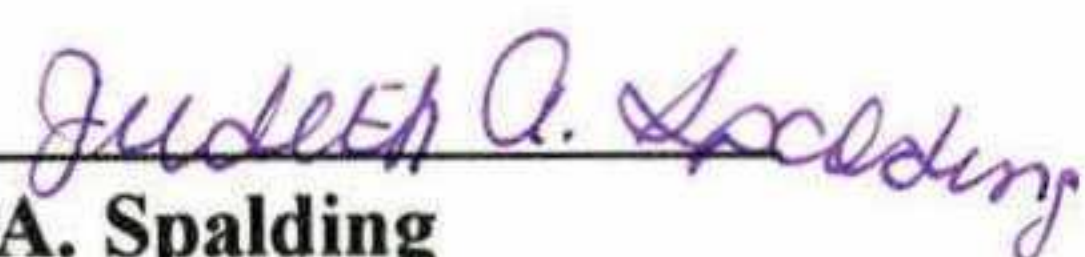
Commissioner Brugman moved, seconded by Commissioner Eagan, to obtain an appraisal of the Skipjack property and further to direct the County Administrator to proceed as discussed in Executive Session. Motion carried.

Commissioner Brugman moved, seconded by Commissioner Eagan, to grant the reclassification request for the administrative coordinator positions from Grade 6 to Grade 8. Motion carried.

ADJOURNMENT

The meeting adjourned at 6:50 p.m.

Minutes Approved by Board of
County Commissioners on 5/22/97



Judith A. Spalding
Recording Secretary

