

**ST. MARY'S COUNTY**  
**BOARD OF COUNTY COMMISSIONERS' MEETING**  
**Governmental Center**  
**Tuesday, November 27, 2001**

**Present:** Commissioner President Julie B. Randall  
Commissioner Joseph F. Anderson (*entered the meeting at 11:20 a.m.*)  
Commissioner Shelby P. Guazzo  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
Alfred A. Lacer, County Administrator  
Judith A. Spalding, Administrative Assistant to BOCC (Recorder)

*(Commissioner Joseph F. Anderson was not present at the beginning of the meeting.)*

**CALL TO ORDER**

The meeting was called to order at 10:05 a.m.

**LEONARDTOWN HIGH SCHOOL CHORUS**

Leonardtown High School Chorus opened the meeting by singing "*America the Beautiful.*"

**ADDITIONS/DELETIONS TO AGENDA**

Commissioner Raley moved, seconded by Commissioner Mattingly, to accept the agenda as amended (to add an executive session under personnel authority, time permitting, and to add Item #9 to County Administrator list—Extension of AICUZ Moratorium Ordinance). Motion carried.

**APPROVAL OF CHECK REGISTER**

Commissioner Mattingly moved, seconded by Commissioner Guazzo, to approve the Check Registers for November 16 and November 23, and authorize Commissioner President Randall to sign the Check Register for November 23. Motion carried.

**APPROVAL OF MINUTES**

Commissioner Raley moved, seconded by Commissioner Mattingly, to approve the minutes of the Planning and Zoning portion of the Commissioners' meeting of Tuesday, October 30, 2001, as corrected. Motion carried.

Commissioner Guazzo moved, seconded by Commissioner Raley, to approve the minutes of the Commissioners' meeting of Tuesday, November 13, 2001, 2001, as corrected. Motion carried.

**PROCLAMATIONS**

The Board of County Commissioners issued the following Proclamations:

- Designating the Month of December as Drunk and Drugged Prevention Month
- Recognizing Rose and Mike Savage as Adoptive Parents of the Year

**COUNTY ADMINISTRATOR**

Present: Alfred A. Lacer, County Administrator

1. Draft Agendas – December 4 and 11, 2001

2. Legal Department

a. Proposed Acquisition of Anderson Property in Great Mills

Present: John Norris, Deputy County Attorney  
Janet Parks, Property Manager

Mr. Norris explained that it is the Commissioners' intention to acquire the less than one-acre parcel adjacent to the 19 acres previously acquired by the County on Great Mills Road. Acquisition of the parcel is important as it will provide an access to the 19-acre parcel. A 15-day waiting period is required, from the date of announcement, prior to proceeding with the acquisition. Mr. Lacer advised that it is anticipated that the seller will sign the Contract of Purchase and Sale during this 15-day waiting period, after which it will come back to the Board for formal action.

b. Railroad Right-of-Way Easement Agreement among BOCC, SMECO, and Washington Gas Light Company

Present: Patrick Murphy, County Attorney

**Commissioner Guazzo moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner Randall to sign the Easement Agreement as presented. Motion carried.**

3. Extension of AICUZ Ordinance

Present: Jon Grimm, Director, DPZ

Mr. Lacer explained that the Moratorium on building permits in the AICUZ was in effect for 180 days and will expire at the end of December. He requested authorization for Mr. Grimm to proceed with preparing a public notice for scheduling a public hearing on the proposed extension of the Ordinance for an additional three months, pending report from the Affordable Housing Task Force.

**Commissioner Mattingly moved, seconded by Commissioner Raley, to direct staff to go forward with scheduling a public hearing for the consideration of extending the moratorium in the AICUZ for up to three months. Motion carried.**

4. Department of Economic and Community Development

Present: John Savich, Director

a. Emergency Shelter Grants Program Grant Agreement  
Angels' Watch; Three Oaks; and Department of Social Services  
(\$33,297 from HUD as pass through funds to the County)

Also present: Tonja Fraser-Jenkins, Program Manager

**Commissioner Mattingly moved, seconded by Commissioner Raley, to approve and authorize Commissioner Randall to sign the Grant Agreement. Motion carried.**

b. Airport Advisory Committee By Laws

Areas of discussion included:

**Article III – Membership (Paragraph 2)**

Whether to use the words "should be" instead of "shall be", relating to having licensed pilots on the committee; the use of "shall" or "should" related to individuals with aviation business experience.

Whether to "pin" the Commissioners down to 60 days for filling vacancies.

**Article V – Meetings (Paragraph 1)**

Whether the Committee was required to comply with Open Meetings Act (County Attorney Murphy indicated later in the meeting that the Committee is required to do so.)

That the words "revised edition" be added after Robert's Rules of Order

**Article V (Paragraph 2)**

Whether to allow the required quorum to be reduced to one-half of the remaining members when any unfilled vacancies exist. (staff will research other bylaws to see if this has been addressed)

Language needs to be added to include a requirement for removal of members if he/she misses a certain number of meetings.

Mr. Savich will revise the bylaws per the discussion and will resubmit them to the Board for approval.

5. Department of Public Works

Present: George Erichsen, Director

- a) Public Works Agreement for the Hickory Hills (Westmeath Condos) Subdivision, Section 3D, 8<sup>th</sup> Election District, with a completion date of August 1, 2002. A letter of credit in the amount of \$196,200 has been posted by the Bank of America.
- b) Public Works Agreement Addendum for First Colony Pines Subdivision, 8<sup>th</sup> Election District, extending the completion date to June 1, 2002. The bond provided by the Safeco Insurance Company of America in the amount of \$1,245,500 has been reduced to \$20,000.
- c) Public Works Agreement Addendum for the Hunting Quarter Subdivision, Phase 2, Section 2D, 2<sup>nd</sup> Election District, extending the completion date to November 1, 2002. The letter of credit provided by the Maryland Bank & Trust Company \$155,250 has been reduced to \$55,200.
- d) Traffic Resolution to post 35-mph speed limit on Charlotte Hall Road, County Route 30001, located in the Fifth (5<sup>th</sup>) Election District.

**Commissioner Guazzo moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner Randall to sign the Public Works Agreement and Addenda and to approve and sign the Traffic Resolution for Charlotte Hall Road. Motion carried.**

6. Department of Recreation and Parks  
U.S. Soccer Foundation Grant Application - \$200,000

Present: Phil Rollins, Director

(grant will be used to fund the irrigation of the soccer complex at Chaptico Park.)

*(During discussion the Commissioners requested Mr. Rollins to verify the cost of fencing at the park in that the amount identified in the grant appeared to be excessive.)*

**Commissioner Mattingly moved, seconded by Commissioner Guazzo, to approve and authorize Commissioner Randall to sign the Grant Application. Motion carried.**

7. Department of Planning & Zoning

Present: Jon Grimm, Director, DPZ

Request to schedule a public hearing to receive public testimony on Chapter 42 and parts of Article 7 (of the former ULDC) to implement state mandated critical area program ordinance language into current Zoning Ordinance Section 38.2; and to forward a letter to the Critical Area Commission submitting the plan for completing the comprehensive critical area program review by the December 31, 2001 deadline.

*(Commissioner Randall requested a list of provisions that are not state mandated, those that are the County's provision that the County has authority to change.)*

**Commissioner Guazzo moved, seconded by Commissioner Mattingly to advertise the public hearing for December 18 on the update of the Critical Area Plan and to authorize Mr. Grimm to forward the letter to Judge North of the Critical Area Commission. Motion carried.**

*(Commissioner Anderson entered the meeting – 11:20 a.m.)*

8. Department of Human Resources

Present: Randall Schultz, Director  
Dawn Drew, Deputy Director

a. Conversion of Public Information Coordinator Contract Position to Merit

**Commissioner Guazzo moved, seconded by Commissioner Mattingly, to approve the conversion of the Public Information Coordinator position to from Contract to Merit. Motion carried.**

b. Board of Trustees for Sheriff's Office Retirement Plan

(1) Authorization to delegate Plan Administration duties to the Director of Human Resources

**Commissioner Anderson moved, seconded by Commissioner Guazzo, to grant authorization to delegate Plan Administration duties to the Director of Human Resources. Motion carried.**

(2) Amendment to Sheriff's Department Retirement Plan (Section 1.05(j) and Section 4.06) as required by the Internal Revenue Service.

**Commissioner Guazzo moved, seconded by Commissioner Raley, to approve and sign Resolution amending the Plan, to be effective July 1, 2001. Motion carried.**

*(It was later determined that since the Retirement Plan was adopted by Ordinance it must be amended by Ordinance, and therefore, requires a public hearing.)*

c. Proposed Revised Payroll Deduction Policy – Personnel Policy #1212

**Commissioner Guazzo moved, seconded by Commissioner Mattingly, to approve the Payroll Deduction Policy as presented. Motion carried.**

d. Sheriff's Department – Amendment to Classification Plan and Reclassification of Senior Communications Specialist, Grade 6, to Supervisor Grade 6.

(follow up to August 28 discussion)

Also present: Lt. Tim Cameron

Areas of discussion included number of station clerks and communications clerks needed at Sheriff's Office and Emergency Communications; concerns regarding the

Memorandum of Understanding for the transition of station clerks to ECC, which has not yet been executed; that this request should be part of the budget process; that the need for a supervisor was never raised during the last budget process; the issue of transfer of five experienced clerks vs. five new positions.

**After discussion Commissioner Mattingly moved, seconded by Commissioner Raley, to deny the request at this time until the Board had additional information during the next budget cycle as to the need. Motion carried.**

9. Office on Aging  
Notification of Grant Award for FY 2001 for unexpected Allocation of Additional Older Americans Act funds from the Administration on Aging  
(Federal Funds: \$1593)

Present: Elaine Kramer, Director of Finance

**Commissioner Mattingly moved, seconded by Commissioner Anderson, to approve and authorize Commissioner Randall to sign the Notification of Grant Award as presented. Motion carried.**

*(Kaaren Burke recorded the following portion of the meeting.)*

### **WICOMICO SHORES GOLF CLUB COMPLEX**

Present: Phil Rollins, Director, Recreation and Parks  
Richard Rohrbaugh, Director, Facilities Management  
Pat Myers, Golf Course Manager  
Elaine Kramer, Director of Finance  
Forrest French, architect (SMG Architects)

As a follow up to the June 2001 presentation the referenced individuals appeared before the Board to preview the revised clubhouse schematic, to discuss the plan for financing, and to request approval to move forward with design and engineering.

Changes to the plan included:

The facility is now 12,460 square feet – 20% larger than the original plan;

Expansion of the banquet room which will allow up to 100 seated people; With the snack bar and adjacent deck, 150 seated people will be accommodated

Access from the upper to lower levels; there will be a ramp to improve accessibility from upper/lower levels.

The cost is \$1.5M, approximately \$300,000 increase in expense due to the additional square footage, the current market conditions, and better estimating of costs. Mr. Rollins advised that the proposal is to use \$250,000 golf course Enterprise Fund and to borrow \$1.25M through Exempt Financing, at annual pay back of \$125,000 for 15 years. There will be no impact on current budget, borrowing capacity, or debt affordability of the County.

A discussion about financing issues covered the following items:

- Exempt financing – is prepaid out of the operating costs made from greens fees of the golf course.
- Plan to defer certain improvements for approximately 10 years. This way the debt on the clubhouse will be mostly paid off before long range improvements are made.
- Green fees or cart rental fees will not be adjusted for a few years.
- Savings in utility costs because of the new more efficient facility.
- 39,000 rounds of golf were played in 2000.
- 41,177 rounds played to date in 2001.

A discussion took place about the architectural dynamics of the proposal for the clubhouse and the fact there was no lift available for citizens who cannot easily manage steps or a ramp. The Board of County Commissioners provided the following direction:

- *Keep the ramp and add a lift for disabled individuals*
- *Bid the fireplace as an alternative*
- *Advise if the heat/air conditioning can be zoned for cost efficiency*

No formal motion was made; however, the Director of Finance indicated that a Budget Amendment will be submitted at a later date to implement the plan.

*(Judith Spalding resumed taking the minutes at this point.)*

**FISCAL YEAR 2002  
SUPPLEMENTAL APPROPRIATIONS PUBLIC HEARINGS**

Present: Elaine Kramer, Director of Finance

The Commissioners conducted a public hearing on the following Supplemental Appropriations for Fiscal Year 2002:

**Supplemental Appropriation - Department of Public Works & Transportation**

To consider a supplemental appropriation in the amount of \$30,008.00 in State funds and \$15,600.00 in local funds (rider fares) for the purpose of providing supplemental funds to transport seniors with disabilities for FY 2002.

**Supplemental Appropriation - Department of Public Works & Transportation**

To consider a supplemental appropriation in the amount of \$22,992.00 in State funds for the purpose of supplemental monitoring of the land application of sewage sludge.

**Supplemental Appropriation - Nicolet Park Capital Project**

To consider a supplemental appropriation in the amount of \$545,000 in County general obligation bonds to the Nicolet Park Expansion Capital Project. This amount had been transferred to the Lexington Park Library capital project to cover the library project's estimated budget shortfall and allow the library project to proceed to contract and construction. This supplemental appropriation would restore the FY2002 funding for the Nicolet Park Expansion to its original, approved amount.

**Supplemental Appropriation - Connector Road Capital Project**

To consider a supplemental appropriation in the amount of \$245,000 in County general obligation bonds to the Connector Road Capital Project. This amount had been transferred to the Lexington Park Library capital project to cover the library project's estimated budget shortfall and allow the library project to proceed to contract and construction. This supplemental appropriation would restore the FY2002 funding for the Connector Road project to its original, approved amount.

**Supplemental Appropriation - Lexington Park Library Capital Project**

To consider a supplemental appropriation in the amount of \$21,560 in funds received from the Board of Library Trustees for St. Mary's County to fund the installation of the walker-duct system. This allows the walker-duct system to be included in the Lexington Park Library capital project.

**Regarding the Supplemental Appropriation for the Department of Public Works and Transportation Grant for State-Wide Special Assistance Program (SSTAP) for the transportation of seniors with disabilities, Commissioner Raley moved, seconded by Commissioner Anderson to approve and authorize Commissioner Randall to sign the application with the revised amount. Motion carried.**

During discussion Commissioner Mattingly questioned the need for the Connector Road project stating that he questioned the use of general obligation bond funds and that the County has still not received concurrence from one of the property owners. Commissioners Raley and Randall spoke in support of the connector road because of the safety issue and that citizens have expressed the need for this road.

*(The Commissioners requested a status report on the project from the Director of Public Works and Transportation.)*

In response to an inquiry from Commissioner Mattingly, Mr. Rollins indicated that there may be savings because of the change of entrance location; however, the bids for the project will be done next month, and that he recommended that any savings be applied to near year's capital budget

The hearing was opened for comments from the public.

**Clare Whitbeck** – Expressed support for the connector road, and stated that it would not have to go through private property, but could go down the County's railroad right-of-way.

The public hearing was closed; the record will remain open for ten days for any written comments.

## **ZONING ORDINANCE WORK SESSION**

All Commissioners were present. DPZ staff present were Jon Grimm, Director; and Peggy Childs, Recording Secretary. Deputy County Attorney John Norris, III was also present.

### **Article 4**

The Commissioners reviewed the chapters provided under Mr. Grimm's November 20, 2001 memorandum, directing the changes enumerated below. The Development Review Forum will be also reviewing this article in December, along with looking for ways to streamline the overall PUD process, consistent with the Commissioners' prior action on Chapter 46.

### **Chapter 40**

- Page 40-5, Schedule ~~40.7.3~~: PUD Uses Located Within Base Zoning Districts – Commissioner Guazzo said she would like to think about this schedule; however, she stated that, in the Chapter 50 Table of Uses, there are 9 uses listed in the RPD for PUDs which are not included in this chart. *Mr. Grimm replied he knows what Ms. Guazzo is referring to and will cross-tab them in this chart.*

Commissioner Guazzo stated she would like the rationale of maintaining the underlying character of the zoning district emphasized more, so an applicant will understand that the definition of the base zoning districts and their purposes should be a major guide to how a varied PUD is put together. She said she believes line 6 is the key phrase here.

Mr. Grimm suggested taking lines 6-8 and relocating it to the Purpose section on Page 40-3, and establish that, within the Board's legislative discretion, the intent and purpose of the underlying zone must be accounted for before a PUD can be approved. *The Commissioners concurred with this suggestion.*

- Page 40-4, Schedule ~~40.7.2~~: Remove 1/3 maximum density in the RPD-PD. No PUDs are allowed in the RPD.

#### **Chapter 41**

- Page 41-4, line 40 – Staff will check to see whether 20 acres is the threshold size in this provision.
- Page 41-6, line 37 – “shall” or “should be?” Mr. Grimm will determine the authority and respond as part of the public hearing process.
- Page 41-9, lines 21-22 – “State tidal wetlands may not be used for density calculations.” This statement should apply also to the RCA and IDA.
- Page 41-13, lines 15-20 – Where is the statement contained in a previous draft encouraging WDF? Commissioner Mattingly will find and provide.
- Page 41-13, lines 38-39 – Add “100-foot” between “the” and “Buffer.” Staff to check and see if the option of a variance can be allowed in this provision.
- Page 41-19, lines 3-4 – What criteria may trigger a public hearing to withdraw a Growth Allocation award?
- Page 41-21, lines 8, 9 and 10 – Reword to clarify the fiscal analysis requirement.

In addition, staff has made the four editing corrections set forth in Mr. Grimm’s 11/20 memorandum.

#### **Chapter 42**

- Page 42-3, lines 26-28 – Compliance with these guidelines will be required by the ZO.

*Commissioner Anderson stated he thinks the county should put in a letter of intent for grant applications, and he thinks the deadline is this week.*

#### **Chapter 44**

- Page 44-6, line 24 – Change “Regional Center” to “Development District.”
- Page 44-7, Schedule ~~46.3.1~~: - Remove “1.5” under Max Residential Density. No PUDs are allowed in the RPD.
- Page 44-7, paragraphs 5, 6, 7, 8 and 10 – Wait for DRF comments.
- Page 44-7, line 29 – Change “County” to “Metropolitan Commission.”

#### **NOTE FOR DEVELOPMENT REVIEW FORUM (Commissioner Raley):**

*The key to PUDs is FLEXIBILITY and INNOVATION.*

#### **TIMELINE DISCUSSION**

Mr. Norris provided an updated tracking chart showing items discussed today and that additional info will be provided tomorrow or Thursday for next Tuesday: Article 5, parts of Article 6, and Article 9 – Enforcement and Abatement of Nuisances. Mr. Grimm predicted that the majority of the document will be ready by Christmas and said Article 7 may present the biggest challenge to accomplish (resource protection standards). We will then still have Chapters 64, 65 and 66 to complete.



Mr. Grimm said he would suggest a 30-day review period prior to public hearing, with the public hearing targeted for February.

*(Kaaren Burke recorded the following portion of the meeting.)*

**ST. MARY'S COUNTY AUDIT REPORT  
INDEPENDENT AUDITOR'S REPORT**

Present: Elaine Kramer, Director of Finance, Jeannett Cudmore, Deputy Director of Finance, Desiree Ridgell, Accounting Officer  
Mr. T. J. (Tim) Murphy and Mr. Dana Frazier of Murphy and Murphy, CPA, LLC

The financial status and management letter was submitted to the Commissioners for the period ending June 30, 2001. Ms. Kramer stated the collaborative efforts of Ms. Desiree Ridgell, Ms. Jeannett Cudmore, and Marty Jones have improved the accounting and budgeting processes for the County. The 2001 budget assumed a use of fund balance of about \$2.9M. The end result was the use of only 1.7 million dollars - a positive budget variance of about \$750,000. The County's focus must now be on perspective, evaluation, and reporting.

In summary,

- Pages 34 and 35 include details of the fund balance and the 6% credit rating reserve and the rainy day fund.
- The auditors gave the County the rating of an "Unqualified Opinion" which is the highest level of opinion that can be rendered on financial statements.
- The outstanding checks that have been carried on the County's books for a number of years are now being separated in order to assist with disposing of the checks in a proper manner. Recommend conferring with the County attorney on disposition.
- Great strides have been made to ensure that the County's assets are safeguarded and properly recorded.
- In most cases expenses were less than what was budgeted.
- In the past, there were 300 auditor journal entries made - and it is now down to 25. The accounting process has stabilized.
- Cash is invested on a daily basis at the lowest risk factor.
- New challenges for next fiscal year will be to:
  - Evaluate outstanding checks before turning them over to the State because SMC is obligated to exhaust all efforts to find parties in question.
  - Look for trends in large amounts of money left over from FY to FY in the Sheriff's office and other offices and give consideration as to how these funds could be used.

Ms. Kramer recommended the Commissioners meet with her on December 18, 2001 to discuss budget issues for 2001, 2002, and 2003.

**TOWN OF LEONARDTOWN  
ESTABLISHMENT OF AN ARTS AND ENTERTAINMENT DISTRICT  
AND GREAT AMERICAN MAIN STREET PROGRAM**

Present: Dick Myers, Grant Writer, Town of Leonardtown  
John Savich, Director, Economic and Community Development

Mr. Myers explained that the Town of Leonardtown will be applying to the State Department of Business and Economic Development for designation of an arts and entertainment district under legislation passed by the General Assembly during the last session as part of the Governor's Smart Growth initiative.

The legislation sets up certain tax incentives, which would not only apply to the Town, but also the County. It requires the County to sign off on the application and agree to the requirements of the program. There are four components to the legislation (1) property tax credit for revitalization of buildings that would create space for artists; (2) income tax credit from sales or performances within the district; (3) exemption from admission and amusement taxes; and (4) availability of financial assistance from the Maryland Economic Development Assistance Fund. The County's role would be with the property tax and income tax incentives.

The actual area that would be designated is the downtown area, the wharf hill at the end of Washington Street, and the wharf area.

**After discussion Commissioner Anderson moved, seconded by Commissioner Mattingly, to sign a letter of support for the Town's application for designation of an arts and entertainment district. Motion carried.**

In addition Mr. Myers informed the Commissioners of the *Great American Main Street Program* competition conducted by the National Trust for Historic Preservation. There are only five recipients of the \$2500 cash award each year. He requested the Commissioners to sign a Letter of Support for this program as well. The Commissioners signed the letter which was in the Consent Agenda

**COUNTY COMMISSIONERS' TIME**

**Local Government Insurance Trust**

Commissioner Guazzo reported that she attended LGIT's annual meeting during which Mary O'Brien, the County's Risk Manager was recognized for the training and risk management programs she has implemented for the County and for the significant improvement in the County's insurance losses from claims.

**Agriculture Development Commission**

Commissioner Raley advised that the referenced Commission had a half-day seminar at St. Mary's College, and one of the things discussed was how the Commission would approve proposals developed by the infrastructure committee. One of the proposals is instead of going with grant applications, the Commission would issue grants in an amount between \$20,000 and \$40,000 to three farms in the area, hopefully one from each County. An RFP will be sent out after the first of the year, and encouraged farmers to look for it.

Commissioner Raley further reported that the Commission received a briefing from Bell Nursery. The Nursery plans to expand into the Southern Maryland area and have signed up one or two farms in St. Mary's to participate. The nursery would supply the plants, seeds, and beds and the farmers would make arrangements to have green houses to grow the plants. This company would purchase the flats and sell them to Lowes, Target, etc.

In addition Commissioner stated that the Commission was set up to have a Commissioner representative from one of the five counties, and he has been serving in that capacity. His term will be expiring and it will be turned over to another County.

#### **Willows Woods**

Commissioner Raley advised that the Commissioners recently received a petition from the citizens of Willows Woods, and he stated that the County should respond to that petition.

#### **E-Business Proposal**

Commissioner Anderson stated that he attended a regional meeting this morning on the assessment of Southern Maryland on its readiness for e-business. He stated that this is an effort led by the Maryland Technology Development Corporation. Each region of the state is being assessed for its availability of infrastructure and other parameters to determine each region's ability to utilize e-business opportunities. He stated that this is going to be an important undertaking and will have a significant economic implications.

#### **Town Meeting**

Commissioner Anderson announced that he will be having another Town Meeting at the Valley Lee Fire House on Thursday, November 29 at 7 p.m.

#### **Airport Advisory Committee**

Commissioner Anderson stated that he missed the earlier discussion regarding the Airport Advisory Committee, and he had a comment about membership. He suggested that the membership also include representation from the neighborhood.

#### **Bay District Annual Banquet/Other Events**

Commissioner Mattingly expressed congratulations to the Bay District Fire Department on its annual banquet and installation of officers. The theme was to recognize New York and the Pentagon tragedy. Instead of buying plaques, the department donated what it would have spent to one of the relief funds.

Commissioner Raley stated that after that event he and Commissioner Mattingly went to the Elks Grand Ball.

Commissioner Mattingly further reported that he also attended the Senior Summit, and the Hospital Gala.

The Nursing Home Board will be meeting tomorrow and will be appointment subcommittees.

#### **Tri-County Council**

Commissioner Mattingly advised that the Tri-County Council will be establishing a Regional Public Transportation Executive Committee and will be looking for a representative from each of the three counties.

He further advised that the TCC nominating committee had issued its report and stated he would be continuing to serve another year.

#### **Senior Summit**

Commissioner Randall expressed congratulations to Mr. Ed Bergin, Mr. Carter, Director, Office on Aging, and Sandra Wheeler, Chair of the Commission on Aging, for conducting a wonderful Senior Summit on November 18.

**Formal Signing of Memorandum of Understanding**

Commissioner Randall reported that she attended the formal signing of the Memorandum of Understanding between the Patuxent River Naval Air Museum and St. Mary's County Public Schools. She stated that this will ensure that the facility is not only available to the school system, but will be integrated into the curriculum.

**Military Reservists**

Commissioner Randall referred to the County's Personnel Policies regarding individuals called out on active duty and requested Mr. Lacer and the Director of Human Resources to provide the following information:

- What would be the financial impact of paying individuals who are called to active duty the difference of their military pay and what they would have been paid from the County. I assume that these individuals would be on Leave Without Pay during this time.
- What arrangements are made regarding the individuals' insurance and other benefits when they are on active duty beyond two weeks.

**EXECUTIVE SESSION**

**Commissioner Mattingly moved, seconded by Commissioner Anderson, to meet in Executive Session to discuss matters of Personnel, as provided for in Article 24, Section 4-210(a)1. Motion carried.**

**Personnel**

**Present:** Commissioner President Julie B. Randall  
Commissioner Joseph F. Anderson  
Commissioner Shelby P. Guazzo  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
Alfred A. Lacer, County Administrator  
Judith A. Spalding, Recorder

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

**Time Held:** 5:02 p.m. – 5:45 p.m.

**Action Taken:** The Commissioners discuss several personnel issues (employee issues, contracts, and MACo appointments and gave direction to staff.

**ADJOURNMENT**

The meeting adjourned at 5:45 p.m.

**Minutes Approved by the  
Board of County Commissioners on 12/4/01**

Judith A. Spalding  
**Judith A. Spalding, Administrative Assistant  
to the Board of County Commissioners**