

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
Governmental Center  
Tuesday September 3, 2002**

**Present:** Commissioner Joseph F. Anderson  
Commissioner Shelby P. Guazzo  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
Alfred A. Lacer, County Administrator  
Donna Gebicke, Administrative Assistant to BOCC (Recorder)

*Commissioner President Julie Randall was not present at the opening of the meeting.*

**CALL TO ORDER**

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

**ADDITIONS/DELETIONS TO AGENDA**

**Commissioner Guazzo moved, seconded by Commissioner Anderson, to accept the agenda, as corrected. Motion carried.**

**APPROVAL OF CHECK REGISTER**

**Commissioner Anderson moved, seconded by Commissioner Mattingly, to authorize Commissioner President Randall to sign the Check Register. Motion carried.**

**APPROVAL OF MINUTES**

**Commissioner Guazzo moved, seconded by Commissioner Anderson, to approve the minutes of the Commissioners' meeting of Tuesday August 27, 2002, as corrected. Motion carried.**

**COUNTY ADMINISTRATOR**

**Present:** Alfred A. Lacer, County Administrator

1. Draft Agendas: September 17 and 24, 2002 (no meeting September 10)
2. Budget Amendments
  - a. Recreation and Parks/Finance (*Phil Rollins, Mike Humphries, Elaine Kramer*)  
Sign budget amendment for transfer of funds from St. Clements Island Expansion Capital Project to Piney Point Lighthouse Museum and Park Project (\$50,000)

**Commissioner Guazzo moved, seconded by Commissioner Anderson, to authorize Commissioner Randall to sign the budget amendment to transfer funds. Motion carried.**

- b. \*Lexington Park Plan (*Robin Finnacom, George Erichsen*)
  - (i.) Sign budget amendment for transfer of funds from Capital Project Reserve to create Lexington Park Sidewalk/Streetscape Capital Project within Public Works and Trans. Capital Budget (\$235,745) – all but \$30,000 will be reimbursed by the State grant for *Pathways to Schools Project*)
  - (ii) Sign budget amendment to transfer funds from the Streetscape Project to CIP HW 0306 to fund the design of the project and construction of a section of the pedestrian path (\$38,530)

**Commissioner Mattingly moved, seconded by Commissioner Guazzo, to authorize Commissioner Randall to approve the budget amendment for transfer of funds from Capital Project Reserve to create Lexington Park Sidewalk/Streetscape Capital Project and to sign the budget amendment to transfer funds from the Streetscape Project to CIP HW 0306 to fund design of the project. Motion carried.**

- 3. Grant Application – (White Binder)
  - a. \*Lexington Park Plan (*Robin Finnacom, John Groeger, Richard Rohrbaugh, Phil Rollins*)  
Sign grant application – resolution – transmittal letter - to Md. Dept. of Housing and Community Development for Community Legacy Program (\$797,600)

**Commissioner Mattingly moved, seconded by Commissioner Guazzo, to authorize Commissioner Randall to sign the grant application and to sign the accompanying resolution and transmittal letter to the MD Dept of Housing for the Legacy Program for the four projects explained to the Board. Motion carried.**

- 4. \*Department of Public Works, Lexington Park Plan, Facilities Dept. (*George Erichsen, Robin Finnacom, Janet Parks*)  
Sign Easements Agreements for the South Coral Drive Sidewalk Improvement Project:

United States Post Office  
Easement Agreement  
Temporary Construction Easement  
Lexington Park United Methodist Church  
Easement Agreement  
Temporary Construction Easement  
Bay District Volunteer Fire Department  
Easement Agreement  
Lea G. Wilson and Marion D. Wilson Irrevocable Trust and Mary Lea Whitlow  
Easement Agreement

**Commissioner Guazzo moved, seconded by Commissioner Anderson, to accept the easements and authorize Commissioner Randall to sign the easement agreements for the South Coral Drive Sidewalk Improvement project. Motion carried.**

- 5. Facilities/Finance Dept. (*Elaine Kramer, Richard Rohrbaugh, Gary Whipple*)  
Sign contract award to Linden Construction in the amount of \$1,753,000.00

**Commissioner Anderson moved, seconded by Commissioner Guazzo, to approve the award letter to Linden Construction in the amount of \$1,727,740 for the Charlotte Hall Senior Activity Center. Motion carried.**

6. MDOT, State Highway Administration (*Al Lacer*)  
Approval for use of SMC name, seal and concurrence of project: "St. Mary's Technology Corridor" Highway Signs

**The Board of County Commissioners concurred with the routing/signage for the "Technology Corridor." Commissioner Anderson moved, seconded by Commissioner Mattingly, to authorize Alfred A. Lacer, County Administrator, to sign the approval letter for use of the highway signs. Motion carried.**

7. Facilities Department (*Richard Rohrbaugh*)  
Status Report on Annex Building Completion and Office Move

Present: Richard Rohrbaugh, Director Facilities Management  
Gary Whipple, Project Director

The overall project is under budget and ahead of schedule. Systems furniture for departments will be installed the week of September 16. Permits & Inspections begin their move September 23; Planning and Zoning begin move September 24; Recreation and Parks move September 26. Building Services and IT staff will be available to troubleshoot any problems during the move process. Parking issues will be addressed.

The Public Information Office will provide ample notice to the general public about the move dates and specifically the down time associated with the move. Temporary direction signage will be installed.

**The Board of County Commissioners concurred with the proposed office move as presented.**

#### **Vendors/Procurement**

The Director of Finance and County Administrator are discussing procurement activities related to concerns that citizens have expressed regarding the County's procurement procedures. Mr. Lacer stated the concerns are being addressed, that names of additional vendors are welcome, and that further discussions will take place later in September and recommendations will be made to the Board addressing all concerns.

#### **RECREATION AND PARKS UPDATE**

Present: Phil Rollins, Director Recreation and Parks

A detailed progress report was delivered regarding ongoing recreational activities/construction/improvements to county parks, museums, and public landing improvements.

Americans with Disabilities Act (ADA) improvements totaling \$800,000 (including walkways, parking, signage, restrooms, and playgrounds) have been completed at approximately 15 parks and public landings.

All construction activities are progressing and local contractors have been asked to bid on county projects. Of special note, the St. Clements Island Museum, Piney Point Lighthouse Museum and Park, the Drayden African American Schoolhouse and the special exhibit pertaining to the U-1105 received National Accreditation once again.

The Recreation and Park's fall brochure has been printed and is available for everyone.

The drought has caused several problems at the Wicomico Shores Golf Club. With the assistance of MetCom, and utilizing changes in the MDE regulations, affluent was used for additional irrigation. The newly completed maintenance facility has greatly enhanced groundskeeping capabilities.

*Commissioner Anderson departed the meeting at 11:34 a.m.*

### **EMERGENCY MANAGEMENT AGENCY – WEAPONS OF MASS DESTRUCTION AND TERRORISM UPDATE**

Present: Paul Wible, Director EMA

In FY99, the county was allocated \$32,500 for equipment for the regional response concept program; in FY00/01, the county was awarded \$67,169.64. When the contracts are awarded by the state, SMC can start procuring equipment. In FY02, the county was allocated \$129,202.05 for additional equipment – including two trailers. The process is bureaucratically cumbersome, however, it is progressing.

*Commissioner President Randall and Commissioner Anderson entered the meeting at 1:30 p.m.*

### **AIRPORT LAYOUT PLAN**

Present: George Erichsen Director DPW&T  
John Savich, Director Recreation and Parks  
Frank Kulka, Delta Airport Consultants  
Airport Advisory Committee Members

The airport master plan is a 20 year, \$12 million program. Funding sources are the FAA (90%), the MAA (5%), and local contributions (5%). The County will lease the land to a tenant who will then construct the facilities needed. The tenant will then pay rent to the County. Ongoing development will enable the airport to continue to accommodate the growth in aviation demand and contribute significantly to the economic stability of the region.

Recommendations proposed include extending the runway to 5,350 feet. Additional property and easement acquisitions are proposed with improvements to airport taxiways to enhance safety. Airport lighting and directional visual aids will assist pilots in locating facilities during poor weather. Existing grass tie-downs will be replaced with pavement and increase tie-downs in all phases. An environmental assessment will be the next step in the plan which will take approximately 18 months to complete.

**Commissioner Guazzo moved, seconded by Commissioner Mattingly, to approve and sign the Airport Layout Plan. Motion carried.**

### **ZONING ORDINANCE AMENDMENTS**

Present: Jon Grimm, Director Planning and Zoning  
John Norris, County Attorney

Notice has been published that a joint hearing of the SMC Planning Commission and the Board of County Commissioners will be held September 17, 2002, at 6:30 p.m. The purpose of the meeting is to receive public testimony on proposed amendments to the May 13, 2002 Comprehensive Zoning Ordinance (CZO) which may result in modifications to maps and the text of the CZO.

Adequate public facilities, as well as high school service areas deserved further clarification (Page 4, references to Chapter 70). The BOCC will establish service areas within the CZO and the Board of Education's role will be in establishing attendance zones and districts specifically. Service areas need to be established by resolution so that the BOCC can refine the provisions based on anticipated growth management strategies.

Brad Clements, Board of Education, stated their initial concern was that the school system would be setting the line for growth management vs attendance zones for schools. However, these concerns have been satisfactorily allayed.

Mr. Norris stated the changes being made to Chapter 70 are not going to move students to different schools, but rather it is an artificial distribution of student populations for information purposes only. No further action is required.

Mr. Norris introduced Linda Springrose, the new Assistant County Attorney, to the Board of County Commissioners and attendees.

#### COUNTY COMMISSIONERS' TIME

Commissioner Raley stated that Town Creek Drive residents are concerned with speed on their roads. *Recommend DPW explore installing 4-way stop signs on Town Creek Drive.*

Commissioner Mattingly congratulated the members of St. Peter Claver Church who held their Labor Day Festival, which was a great success.

CSM is holding a "Remembrance Day" on September 11 at 8:30 on all campuses.

Suggested to Dr. Richardson, Board of Education, that a remembrance ceremony be held for the students and general public on September 11. Commissioner Randall just learned that there will be a lunchtime event where all the students will convene at the flagpoles for a moment of silence and remembrance. Many service agencies will also be participating.

The United Way breakfast will be held at the Hollywood VFD on September 6.

Commissioner Anderson echoed Commissioner Mattingly's congratulations to St. Peter Claver on their successful festival.

Adam Knight, Permits and Inspections, wrote a memo to the Board detailing the status of their efforts to board up vacant buildings at Lexington Manor. *Request a new report be prepared this week outlining additional solutions - whether it's fencing or something else. Also, if repairs must be made at Lexington Manor to make the units livable, then building permits must be issued.*

Commissioner Randall congratulated Recreation and Parks Museum Division, headed by Michael Humphries, for receiving national accreditation for the second time for SMC museums. Of 8,000 museums nationwide, only 750 are accredited. It is a very prestigious honor. Congratulations to the Recreation and Parks Division for the \$75,000 grant to build a boundless playground at Nicolet Park. SMC will have two of the four boundless playgrounds in the entire state.

**Commissioner Raley moved, seconded by Commissioner Anderson, to enter into executive session at 3:00 p.m. to discuss matters of Litigation and Personnel as provided for in Article 24, Section 4-210(a)8 and 4-210(a)1, respectively. Motion carried.**

#### EXECUTIVE SESSIONS

##### Litigation

**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  
Donna Gebicke, Recorder

**Authority:** Article 24, Section 4-210(a)8  
**Time Held:** 3:10 p.m.-4:34 p.m.  
**Action Taken:** Discussed matters of litigation and gave direction to staff.

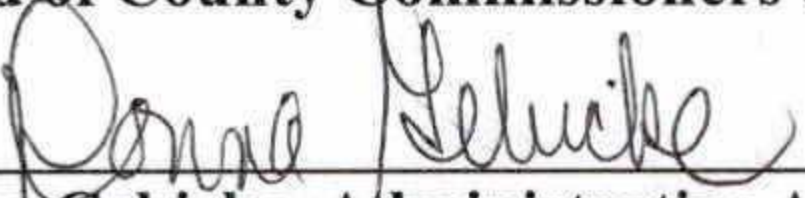
**Personnel**

**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  
Donna Gebicke, Recorder

**Authority:** Article 24, Section 4-210(a)1  
**Time Held:** 4:37 p.m. – 5:10 p.m .  
**Action Taken:** Discussed personnel matters.

**ADJOURNMENT**

The meeting adjourned at 5:10 p.m.

**Minutes Approved by the  
Board of County Commissioners on** 9/17/02  
  
\_\_\_\_\_  
**Donna Gebicke, Administrative Assistant  
to the Board of County Commissioners**