

BOARD OF COUNTY COMMISSIONERS' MEETING

June 23-24, 1976

Wednesday, June 23, 1976

Present: Commissioner James M. McKay, President  
Commissioner Ford L. Dean  
Commissioner J. Patrick Jarboe  
Commissioner Larry Millison  
Commissioner John K. Parlett  
Judith A. Mullins, Recording Secretary

The meeting came to order at 8:45 a.m.

READING AND APPROVAL OF MINUTES

The minutes of June 16-17, 1976 were read and corrected. Commissioner Dean made a motion to approve the minutes as corrected, seconded by Commissioner Jarboe.

RAILROAD RIGHT-OF-WAY AGREEMENT

Present: John Norris, County Engineer  
Joseph Ernest Bell, II, County Attorney  
Charles Wible, SMECO  
Fred Louis, SMECO  
Bill Crouch, SMECO  
Ray Beckner, SMECO

The above-referenced persons appeared before the Commissioners to discuss the Railroad Right-of-Way Agreement of 1970 among St. Mary's County, State Highway Administration, and Southern Maryland Electric relative to the utilization of a portion of the existing railroad bed for the dualization of Route 235 and the replacement of the portion of the corridor used. Correspondence dated May 21, 1976 from State Highway Administration with regard to the 1970 Agreement and as follow-up to a meeting that was held with SHA, the County Attorney, and the County Engineer was reviewed and discussed.

After discussion it was agreed that SMECO would prepare formal comments in response to SHA's interpretation of the Agreement and, in the meantime, the County will also prepare a formal statement. Commissioner Dean volunteered to work with John Norris to draw up a memorandum which would state the County's interpretation of the 1970 Agreement and that memorandum would be in turn submitted to SMECO and the Board of County Commissioners for review and revision and ultimate decision.

ENCUMBRANCE VOUCHERS

Present: Harris Sterling, Director of Finance

Mr. Sterling presented the encumbrance vouchers for the Commissioners' review and approval. Commissioner Millison made a motion to approve the vouchers

as submitted with the exception of Voucher No. 08178, payable to The Belvedere, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

Commissioner Jarboe made a motion to approve payment of Voucher No. 08178, payable to The Belvedere, seconded by Commissioner Parlett. Four Commissioners voted in favor, with Commissioner Millison abstaining.

BIDS ON INVESTMENTS

Present: Harris Sterling, Director of Finance

Bids on investments were opened this date. Bids were as follows:

<u>AMOUNT</u>	<u>TERM</u>	<u>MARYLAND NATIONAL</u>	<u>FIRST NAT'L</u>	<u>MD. BANK &amp; TRUST</u>
\$300,000.00	60 days	5.625%	5.635%	No Bid
\$950,000.00	90 days	5.755%	5.875%	No Bid
\$264,989.61	90 days	5.755%	5.875%	No Bid

Mr. Sterling made the following recommendations:

- \$300,000.00 for 60 days at 5.635% to First National Bank;
- \$950,000.00 for 90 days at 5.875% to First National Bank;
- \$264,989.61 for 90 days at 5.875% to First National Bank.

Commissioner Jarboe made a motion to accept the Director of Finance's recommendations, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

PLANNED USE STATEMENT OF REVENUE SHARING FUNDS

Present: Harris Sterling, Director of Finance

Mr. Sterling presented the above-referenced Statement for the Commissioners' review and approval. Commissioner Jarboe made a motion to authorize Commissioner President McKay to sign said Statement, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

BIG BROTHER/BIG SISTER PROGRAM

Present: Bob Wentworth, Executive Secretary, Youth Commission  
Chris Dettmarr, Big Brother/Big Sister Program  
Leroy Thompson, " " " " "

Mr. Wentworth presented the Grant Application for the Big Brothers/Big Sisters of Southern Maryland, Inc. for the Commissioners' review and approval. Total project cost is \$12,600, with local share of \$1,260 coming from contributions.

After review, Commissioner Dean made a motion to authorize Commissioner President McKay to sign said Grant Application, which is to be submitted to



the Governor's Commission on Law Enforcement, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

APPLICATION FOR PROJECT GRANT UNDER TITLE III  
(COMMISSION ON AGING)

Present: Mrs. Agnes McGaharn, Executive Secretary, Commission on Aging

Mrs. McGaharn presented the above-referenced Grant Application for project period ending June 30, 1976 and gave a presentation as to the need for the additional bus by way of a map showing present routes and the areas not being serviced. Buses are needed for transporting the elderly to medical services, meetings, various social service programs, and other appointments.

Commissioner Dean made a motion to approve the Application for Project Grant under Title III entitled "St. Mary's County Transportation and Aid Project", which includes the request for the purchase of the additional bus, pending review and approval by the Budget Officer and Commission on Aging Board, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion. Mrs. McGaharn was requested to obtain competitive bid prices on the bus.

Mrs. McGaharn requested a letter from the Commissioners to the State Office on Aging stressing the need for the bus. Mrs. McGaharn will draft such a letter for the Commissioners' signatures.

SIGNING OF CHELTENHAM AGREEMENT

Present: Dr. Robert King, Superintendent of Schools  
Josh Potter, Special Education, Board of Education  
Norma Dawson, Board of Education member  
Richard Dunn, Chairman, Cheltenham Center Governing Board

The above persons appeared before the Commissioners to present the Agreement among Charles, Calvert, Prince George's and St. Mary's Counties for the participation in the Cheltenham Program. Mr. Dunn explained the function, operation and funding of the Program and requested the Commissioners' approval. Commissioner Jarboe made a motion that the Commissioners approve and sign said Agreement, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

SOUTHERN MARYLAND HEALTH SYSTEMS AGENCY

Commissioner Jarboe advised that the Southern Maryland Health Systems Agency has been given verbal conditional approval. First meeting of Governing Board will be June 29th at the SMECO building at White Plains.

SEVENTH DISTRICT PARK

Commissioner Parlett reported to the Commissioners the result of the meeting held with the residents of the area of the Seventh District Park for the purpose of discussing the various options to the entrances as discussed at the Commissioners' meetings of June 10th and 17th. Approximately 25 people were in attendance and 13 voted in opposition to Option 1, with 5 voting in

favor. Concern was expressed at the meeting for the safety of the children in the area. Commissioner Parlett suggested that the Board had several options - approve Option 1, as recommended by the Recreation and Parks Board, or go back to the State and see if they would fund Option 2 or 4 which would cause delay in the project for possibly another year. He also stated that the matter should go back to the Recreation and Parks Board for further recommendation.

Commissioner Jarboe recommended, and the Board concurred, that safety was the most important factor, and that LT. Muchow, Maryland State Police, and Sheriff Sanger should visit the area to view the proposed entrances and give their opinion as to the safest entrance.

The meeting recessed at 12:30 p.m.

Thursday, June 24, 1976

Present: Commissioner James M. McKay, President  
Commissioner Ford L. Dean  
Commissioner J. Patrick Jarboe  
Commissioner Larry Millison  
Commissioner John K. Parlett  
Edward V. Cox, County Administrator  
Judith A. Mullins, Recording Secretary

The meeting reconvened at 8:45 a.m.

CIRCUIT COURT RENOVATION

Present: John Norris, County Engineer

The County Engineer stated that one bid was received for the above-referenced project; namely, Bates & Associates, in the amount of \$107,552, and Mr. Norris recommended that the Commissioners reject the bid and readvertise the project. Commissioner Dean made a motion to accept the County Engineer's recommendation, seconded by Commissioner Jarboe. Four Commissioners voted in favor, with Commissioner McKay abstaining.

LEASING OF LAND FOR TRANSFER STATION - RIDGE

Present: John Norris, County Engineer

The County Engineer indicated to the Commissioners that he is pursuing the possibility of obtaining a 25-year lease with the owner of the property in Ridge that would be suitable for a transfer station. He stated he is working on the lease arrangements with the owner and her attorney, and requested concurrence from the Board to pursue the 25 year lease at \$1,000 per year. The Commissioners gave their concurrence and said the lease should be brought before the Board for approval.



INSPECTION SERVICES - CHAPTICO-MECHANICSVILLE ROAD

Present: John Norris, County Engineer

The County Engineer stated that six proposals were received for the above-referenced project and recommended that the Commissioners award the contract to John Harms Associates in the amount of \$12.50 per hour - total contract \$15,589.40, for the survey and inspection work on Chaptico-Mechanicsville Road. Commissioner Dean made a motion to accept the County Engineer's recommendation, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

ONE-HALF TON VEHICLE BIDS - SM 76-5-10

Present: John Norris, County Engineer

The County Engineer submitted the bid sheet for the above-referenced project. Bids were as follows:

<u>DEALER</u>	<u>AMOUNT</u>
McKay Implement	\$4,987.00
Fenwick Ford	\$4,051.23
Guy Chevrolet	\$4,410.00

Mr. Norris recommended awarding the bid to Fenwick Ford, the lowest bidder, to be effective July 1, 1976. Commissioner Jarboe made a motion to accept the County Engineer's recommendation, seconded by Commissioner Parlett. All Commissioners voted in favor.

BIDS ON 1/2 TON PICK-UP - SM 76-5-9

Present: John Norris, County Engineer

The County Engineer submitted the bid sheet for the above-referenced project. Bids were as follows:

<u>DEALER</u>	<u>AMOUNT</u>
McKay Implement	\$4,150.00
Fenwick Ford	\$4,066.76
Guy Chevrolet	\$4,530.00

The County Engineer recommended awarding the bid to Fenwick Ford, the lowest bidder. Commissioner Jarboe made a motion to accept the County Engineer's recommendation, seconded by Commissioner Parlett. All Commissioners voted in favor.

BIDS FOR PITCH-IN PROGRAM - SM 76-5-8

Present: John Norris, County Engineer

The County Engineer presented the bid sheet for the above project. Bids were as follows:

B & B Maintenance	\$214.50 (monthly)
Burroughs Trash Service	\$1,199.00 (monthly)

Buddy's Disposal Service bid only on trash service for the Northern end of the County, in the amount of \$300. The County Engineer recommended awarding the bid to B & B Maintenance in the amount of \$214.50 for once a week service for both ends of the County. Commissioner Dean made a motion to award the bid to B & B Maintenance, seconded by Commissioner Millison. All Commissioners voted in favor of this motion.

LAKELAND DRIVE - HOLLYWOOD HEIGHTS

Present: John Norris, County Engineer

The County Engineer reported to the Commissioners that the County has been maintaining Lakeland Drive, and although it is apparent that previous Commissioners in 1969 approved the acceptance of this road into the County Highway Maintenance System, there is no official acceptance of this road. Therefore, Mr. Norris recommended that the Commissioners reaffirm the previous Board's action of 1969 by accepting Lakeland Drive into the County Highway Maintenance System. Commissioner Jarboe made a motion to accept the County Engineer's recommendation, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

DESIGN SERVICES FOR LEONARD HALL - PHASE I DESIGN

Present: John Norris, County Engineer

The Building Committee submitted a memorandum to the Board of County Commissioners dated June 21st setting forth the proposals received for the above-referenced project and the Committee's recommendation.

Proposals were solicited and were received from:

Mosley-Hening Associates, Inc.	\$95,250
Smeallie, Orrick & Janka, Ltd.	\$69,000
VVKR Partnership of Maryland	\$74,000

The firm of Smeallie, Orrick & Janka was recommended by the Building Committee for the design of Phase I of the Leonard Hall Project.

Commissioner Jarboe made a motion to accept the recommendation of the Building Committee, seconded by Commissioner Parlett. Three Commissioners voted in favor, with Commissioner McKay abstaining and Commissioner Millison voting against.



Commissioner Millison stated for the record "that in the initial bidding this firm was not lowest but second lowest, and that it has been acknowledged by another member of this Board that Mosely-Hening Associates' plans were considerably cheaper than this firm's".

LEONARDTOWN COMMISSIONERS - USE OF SHERIFF'S DEPARTMENT GAS PUMPS

A request was received from the Leonardtown Commissioners that the Leonardtown Police be allowed to have their vehicles fueled at the Sheriff's Department's gas pumps, which would represent quite a savings. Leonardtown Commissioners would be billed accordingly. Commissioner Parlett made a motion to grant this request, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

CETA EMPLOYEES

The County Administrator distributed a memorandum to the Commissioners advising them that the State has reported that the CETA Program has been extended to December 31, 1976; however, there is a freeze on hiring for the filling of vacancies. Use of CETA funds has been approved for the Youth Employment Program and procedures will now be taken to fill those positions.

STATEMENT OF GRANT AWARD AND CONDITIONS  
PORTABLE COMMUNICATIONS FOR COUNTY JAIL SECURITY

The County Administrator advised the Commissioners that the Grant submitted to the Governor's Commission on Law Enforcement on the above-referenced matter has been approved and recommended the following:

- (1) That the Notification of Grant Award and Conditions be signed; and
- (2) That bid for the purchase of two portable units be awarded to Motorola Communications & Electronics, Inc., the lowest bidder, in the amount of \$549 each (total \$1,098).

Commissioner Jarboe made a motion to authorize Commissioner President McKay to sign the Notification of Grant Award and Conditions, seconded by Commissioner Dean. All Commissioners voted in favor of the motion.

Commissioner Dean made a motion to award the bid for the purchase of two portable radio units to Motorola, in the amount of \$1,098, seconded by Commissioner Jarboe. All Commissioners voted in favor of the motion.

TEMPORARY EMPLOYEE - TREASURER'S OFFICE

The County Administrator requested approval by the Board of County Commissioners for authorization for one week employment of a temporary employee in the Treasurer's Office beginning June 28th for the preparation and mailing of the tax bills. The Commissioners concurred.

REDONATION OF LAND - GILLENS GROVE DEVELOPER

The County Administrator reported that the Planning Commission had been contacted regarding the request by the developer of Gillens Grove for the redonation of land back to the developer. The Planning Commission recommended that the Commissioners not grant this request and reserve the land for the purpose of building a road in the future.

Commissioner Dean stated that the Planning Commission had not reviewed this request at a regular meeting and may not have received the County Engineer's input on this matter; and therefore recommended that he bring this matter before the Planning Commission at their next meeting and return to the Commissioners with a recommendation. The Commissioners concurred.

CLERK-TYPIST POSITION - EMPLOYMENT SECURITY

The County Administrator brought to the Commissioners' attention the resignation of the incumbent of the Clerk-Typist position assigned to the Office of Employment Security, and requested authorization from the Commissioners to fill this vacancy from the established eligible list for Clerk Typist and return to the Commissioners with a recommendation. The Commissioners concurred with this request.

RESOLUTION No. 76-34  
MANUAL OF PERSONNEL POLICIES AND PROCEDURES

The County Administrator presented the above-referenced Resolution for the Commissioners' review and approval. Commissioner Dean made a motion that the Commissioners adopt Resolution No. 76-34, "Manual of Personnel Policies and Procedures", seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

BIDS ON COLLECTION OF TRASH  
BIDS ON PLACING AND SERVICING OF PORTABLE TOILETS

The County Administrator presented bids received by the Department of Recreation and Parks for the collection of trash at various locations in the County. Bids were as follows:

<u>LOCATION</u>	<u>Buddy's Disposal</u>	<u>Hollywood Sanitary</u>	<u>Greater St. Mary's Disposal</u>	<u>B &amp; B Maintenance</u>
Piney Point		\$80 month \$960 year	\$76 month \$912 year	\$96 month \$1,152 year
Smith Creek		\$30 month \$360 year		\$35 month \$420 year
Chaptico Wharf	\$12 month \$144 year			\$14 month \$168 year
Bushwood Wharf	\$12 month \$144 year			\$14 month \$168 year



<u>LOCATION</u>	<u>Buddy's Disposal</u>	<u>Hollywood Sanitary</u>	<u>Greater St. Mary's Disposal</u>	<u>B &amp; B Maintenance</u>
Colton Point Wharf	\$12 month \$144 year			\$14 month \$168 year
River Springs Wharf	\$12 month \$144 year			\$14 month \$168 year
White Neck Creek	\$12 month \$144 year			\$14 month \$168 year

Mr. Baggett, Director of Recreation and Parks, made recommendations to award the bids as follows:

- Piney Point Wharf - Greater St. Mary's Disposal
- Smith Creek - Hollywood Sanitary
- Chaptico Wharf - Buddy's Disposal
- Bushwood Wharf - Buddy's Disposal
- Colton Point - Buddy's Disposal
- River Springs Wharf - Buddy's Disposal
- White Neck Creek - Buddy's Disposal

With regard to the bids on the placing and servicing of portable toilets, Mr. Baggett recommended that the project be re-bid due to the fact that these bids were such a great increase over last year.

Commissioner Dean made a motion to accept Mr. Baggett's recommendations for the awarding of bids for collection of trash and the re-bidding of the placing and servicing of portable toilets, seconded by Commissioner Jarboe. All Commissioners voted in favor.

TRANSPORTATION PROGRAM - MASS TRANSIT ADMINISTRATION

- Present:
- Norman Hall, Director, Public Transportation, Dept. of Transportation
  - Ann Blackburn, Dept. of Transportation
  - James Emery, " " "
  - Isaac Shaffran " " "
  - Jerry McKinney, Tri-County Council
  - Kenneth Kipp, County Planner

Mr. Hall appeared before the Commissioners to inform them of the Federal program of transportation aid for the elderly and handicapped, and how non-profit organizations in the County can qualify for 80% Federal funding to buy vehicles that will transport aged and disabled people. Local jurisdictions are not eligible for this program; however, non-profit organizations and providers of transportation in the area will be informed of the program.

The Commissioners thanked the representatives from Mass Transit Administration for the presentation.

COMMISSION ON AGING - FOOD STORAGE

The Office of Commission on Aging presented a letter for Commissioner McKay's signature which holds Harry Lundeburg School harmless for the food commodities stored at the School. Commissioner Parlett made a motion to authorize Commissioner President McKay to sign said letter and that Mrs. McGaharn investigate the possibility of locating another facility for the storage and to present it to the Commission on Aging Board for comments, seconded by Commissioner Dean. All Commissioners voted in favor.

PATUXENT RIVER BRIDGE ACCESS ROAD

Commissioner Jarboe made a motion to forward a letter to the Department of Transportation indicating the Commissioners' concern for the preservation of agricultural land with regard to the construction of the Patuxent River Bridge Access Road, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

CAPITAL IMPROVEMENT INTRA-ACCOUNT TRANSFERS

Commissioner Dean made a motion to approve the Capital Improvement Intra-Account transfers as presented by the Budget Officer on June 17, 1976, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

DEPOSIT OF FUNDS IN SAVINGS ACCOUNT

The Director of Finance requested permission to deposit \$250,000 of General Funds into a savings account with Maryland National at 5% interest computed daily until bids for Cash Deposit are advertised and received. Commissioner Millison made a motion to grant this request and, further, to avoid the appearance of favoritism to one institution over others, that letters requesting proposals be sent to all financial institutions in the County apprising them of the possibility of short-term investment money and to seek proposals from same. The motion was seconded by Commissioner Parlett. All Commissioners voted in favor of the motion.

EXECUTIVE SESSION

The Commissioners unanimously agreed to meet in Executive Session with the County Attorney to discuss the drafting of the option on Charlotte Hall. The Commissioners met in Executive Session from 11:00 a.m. to 12:30 p.m.

OPTION ON CHARLOTTE HALL

Present: Joseph Ernest Bell, II, County Attorney

After the above-mentioned Executive Session, Commissioner McKay made the following statement for the Press:

"We have been discussing the draft options for the Charlotte Hall property between the County and the Board of Trustees. There are still some corrections, refinements and conditions to be inserted into that draft before



we and the Board of Trustees will be prepared to discuss it. It is getting to the point where there is a meeting of the minds as to terms and conditions. We plan to have available for the Media copies of that draft next Wednesday through the County Administrator's Office. On Thursday at 10:30 a.m. we will have open public discussion on the terms of that option. We will wait at least a week before we take any final action on the option."

STATE'S ATTORNEY'S EMPLOYEES

The Internal Revenue Service has notified the County that the State's Attorney is not in a position as a private employer to do payroll deductions for those employees under contract with him. Therefore, the County may decide to accept the employees of the State's Attorney's Office into the County payroll system as contractual employees whose terms of office will run concurrent with the term of office of the State's Attorney. The County Administrator and Budget Officer recommended this course of action.

Commissioner Parlett made a motion to accept this recommendation, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

The meeting adjourned at 1:00 p.m.

Approved by:

  
JAMES M. MCKAY, President

1942