

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Tuesday, March 26, 2013**

Present: Commissioner President Francis Jack Russell
Commissioner Lawrence D. Jarboe
Commissioner Cynthia L. Jones
Commissioner Todd B. Morgan
Commissioner Daniel L. Morris
Sue Sabo, Acting County Administrator
Sharon Ferris (Recorder)

CALL TO ORDER

Commissioner President Russell called the business meeting to order at 9:00 am in the Chesapeake Building meeting room, Governmental Center.

ADDITIONS/DELETIONS TO AGENDA

Addition to County Administrator's list: Approval of employment contract for County Administrator position.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Morris, to approve the minutes of March 19, 2013. Motion carried 5-0.

ST. MARY'S COUNTY EMPLOYEE SERVICE AWARDS

Present: Sue Sabo, Acting County Administrator and Human Resources Director
June Robrecht, Deputy Director, Human Resources

Length of Service awards were presented to employees with 10-30 years of service.

10 Years - Kathy Arnold, Lori Tabor-Finch, Howard Lewis Ellis, Lisa Bodnar, Yvonne Chaillet, John Carlton (Bob), Donna Gebicke, Kathy Mather, Brian Gillingham, Carolyn Laray, Erin Shoemaker, Shelly Bean, Catherine Shoemaker, Larry Eberhard, Billy Schrader III

15 Years - Patricia Stiegman, William Gunn, Margaret Maio (Peggy), Patricia Meyers (Patty), Deborah Barker (Debbie), Donna Rustin

20 years - George Erichsen, Darren Alvey, Joseph Buckler, Teresa Weeks, Harold Young, Claudia Unkle

25 Years - Mark Porter, Michael Gardiner, Frances Hammett (Fran)

30 Years - Jannette Norris

Receiving awards but not present were:

10 Years - Eva Jones, James Nelson, Tammy Hovey, James Oliver Jr. (Jimmy), William Rishel, Michael Abell, James Lacey, Joseph Russell, James Mattingly IV, James Nelson, Michael Worrey, Brian Connelly

15 Years - Chad Hartzell, Kathleen Tennison, Pamela Soffos, Margaret Smith, Antonio Malaspina (Tony), Marquerite Boarman (Margie), Michael Licaus, William Raddatz, Michael Labanowski, Richard Russell, Emory Johnson, Russell Trow, Julie Yingling, Michael Peacher

20 Years - Joseph Suite, John Ucekay, Patricia Litten (Patty), Bruce Wade, Earl Young, Stephen Goddard, Stephen Myers

25 Years - Michael Peacher, Thomas Mattingly, Jr. (Tommy)

30Years - Stanley Williams, Jr.

COUNTY ADMINISTRATOR

1. Draft Agenda for April 9, 2013. There will be no meeting on April 2, 2013.

2. **Department of Economic and Community Development** (*Steve Anderson, Director; Robin Finnacom, CEO, St. Mary's County Dept. of Community Development Corporation*)

Commissioner Morgan moved, seconded by Commissioner Jarboe, to authorize Commissioner President Russell to sign Exhibit B, the Final Report and Certification of Completion Costs for the Maryland Economic Development Assistance Authority and Fund Report on the Lexington Manor Northern Parcel, Project PF0409. Motion carried 5-0.

3. **Department of Public Works and Transportation** (*George Erichsen, Director*)

Commissioner Jones moved, seconded by Commissioner Morris, to approve and sign the Resolution to replace the existing Yield Sign with a Stop Sign on Sandy Bottom Road, County Route 30225, at the intersection with St. John's Road, County Road 30215, located in the Sixth (6th) Election District. Motion carried 5-0.

Commissioner Jarboe moved, seconded by Commissioner Jones, (1) to approve and sign a Resolution accepting Kessler Court, County Route 31610 located in the Kessler Subdivision, 1st Election District, into the County's Highway Maintenance System; and, (2) to approve and sign the Ordinance establishing a stop intersection and posting a stop sign at Kessler Court at the intersection on Maryland Route 5, located in the Kessler Subdivision, 1st Election District. Motion carried 5-0.

4. Department of Aging and Human Services (*Peggy Maio, Fiscal Supervisor*)

(Alice Allen, Manager, Senior Center Operations, Dept. of Aging and Human Services)

Commissioner Morris moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the Interim NGA for the FY2013 Nutrition Service Incentive Program Grant Award, Project US1306, from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging and Human Services to provide meals to our Seniors in the amount of \$21,672 and the related budget amendment to realign the project budget based on the Interim Award. Motion carried 5-0.

(Rebecca Kessler, Manager, Home and Community Based Services, Dept. of Aging and Human Services)

Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the Maryland Access Point (MAP)/Aging and Disabilities Resource Center (ADRC) Notification of Grant Award, in the amount of \$75,000 from the Maryland Department of Aging, on behalf of the St. Mary's County Department of Aging and Human Services to develop the "one-stop-shop" streamlining access to information and services. Motion carried 4-1. Commissioner Jones voted nay.

(Cynthia Brown, Manager, Human Services Division, Dept. of Aging and Human Services)

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the Grant Certification and Disclosure documentation required by the State for the FY2014 Core Service Agency Administration and Service grants, Projects MD1453, 1482, 1484, 1485, 1486, and 1490, from the Maryland Department of Health and Mental Hygiene on behalf of the St. Mary's County Department of Aging and Human Services in the amount of \$354,793. Motion carried 5-0.

5. Department of Emergency Services & Technology (*Bob Kelly, Director*)

Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the budget amendment realigning \$20,213 to Capital Project PF1302 account for the Tri-County Animal Shelter improvements to the septic system. Motion carried 5-0.

6. Department of Land Use and Growth Management (*Phil Shire, Director; Sue Veith, Environmental Planner*)

Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and accept the FY2014 Critical Area Grant application, Project MD1427, from the Maryland Department of Natural Resources (Critical Area Commission) on behalf of the Department of Land Use and Growth Management, in the amount of \$8,000, for reimbursement of a portion of the salaries of county staff who perform review of Critical Area permits and development applications. Motion carried 5-0.

7. County Attorney (*George Sparling, County Attorney*)

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute an Indemnity Agreement with Patricia L. Meyers, Golf Course Manager for Wicomico Shores Golf Course, regarding an alcohol beverage license held on behalf of the Commissioners of St. Mary's County. Motion carried 5-0.

(George Erichsen, Director, Dept. Public Works and Transportation)

Commissioner Morris moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute an Easement Agreement between the Commissioners of St. Mary's County and SMECO for the purpose of installing a new underground power distribution line for the STS Bus Barn under construction at the St. Andrews Property. Motion carried 5-0.

8. Department of Finance (*Elaine Kramer, CFO; Dr. Michael Martirano, Superintendent; Gregory Nourse, Assistant Superintendent of Fiscal Services and Human Resources, St. Mary's County Public Schools*)

Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve the submission and authorize Commissioner President Russell to sign the Maryland State Department of Education (MSDE) excludable costs forms and, that we sign the letter transmitting the forms to MSDE. Motion carried 5-0.

9. County Administrator (*Sue Sabo, Acting*)

Commissioner Jones moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to sign the employment contract as

**presented for Dr. Rebecca Bolton Bridget for the position of County Administrator.
Motion carried 5-0.**

DEPT. OF LAND USE AND GROWTH MANAGEMENT: ANNUAL REPORT ON SCHOOL CAPACITY

Present: Phil Shire, Director;
Dave Chapman, Capital Facilities Planner, LUGM

The Department of Land Use and Growth Management conducts analysis of enrollment in the St. Mary's County Public School System to determine adequacy of schools to accommodate new residential development. Mr. Shire reported that based on the 2012-13 enrollment there is adequate school capacity throughout the county to support proposed residential development. He acknowledged that the southern elementary school service area is currently the most limited in capacity.

Commissioner Morgan moved, seconded by Commissioner Jarboe, to accept the SY2012-13 Report on School Facilities and direct that the capacities therein be used to verify the adequacy of public schools to accommodate residential impacts as required by Chapter 70, Adequate Public Facilities, of the Comprehensive Zoning Ordinance. Motion carried 5-0.

FINAL APPROVAL OF RECOMMENDED DRAFT FY 2014 BUDGET TO TAKE TO PUBLIC HEARING ON APRIL 30, 2013

Present: Elaine Kramer & Jeannett Cudmore

Ms. Kramer highlighted portions of the recommended budget based on the last work session on March 19, 2013. Included in the summary was an increase of 5% for the Sheriff's Office, 3% for the BOE, 5% for the Library and 2% for County Government; funding to non-profit agencies would remain at FY13 levels; and no change in the County's income tax rates or property tax rates.

Ms. Kramer discussed the vehicle replacement program and noted that the County has access to a contract to finance the Interceptors for the Sheriff's Office at a low interest rate. She asked the Commissioners' permission to proceed with the purchase of the vehicles noting that funds were allocated in the FY13 budget, and the contract will expire on April 23, 2013. Commissioners agreed to proceed with the purchases.

Commissioner Morgan requested a 4% increase for the Board of Education with the stipulation there be no reclassifications and no new hires. Commissioners Jones, Morris, and Russell said they would support the 4%. Commissioner Morris expressed concern that stipulating no new hires would affect hiring security personnel for the schools. Commissioner Jarboe said he could support the 4% increase but recommended 4.5%. Commissioners agreed to go forward with 4%.

Commissioner Morgan noted there is a reserve amount built into the proposed budget and suggested that funding be set aside for Pay-Go/OPEB. Commissioner Jones suggested going

to the Public Hearing with \$500,000 set aside for reserve and the balance split between OPEB and Pay-Go. All Commissioners agreed.

Commissioner Jones noted that original direction was not to fund any new non-profit requests and requested the CSM Foundation Scholarships of \$50,000 currently listed under CSM be deleted. Commissioner Morris indicated he would support keeping the \$50,000 in if it were designated for students in the medical field. Commissioner Jarboe indicated they should not start making exceptions to what they previously agreed on. Commissioners agreed to remove the \$50,000 from the draft budget.

The Commissioners directed Ms. Kramer to make the requested changes and bring back to the Board for a vote following the Public Hearing today.

COMMISSIONER'S TIME

The Commissioners highlighted events of the past week.

Commissioner Morris asked the Board to consider bringing St. Mary's County in line with the state in extending special tax benefits to seniors who are 65 or older. Currently, for tax relief purposes, the County considers seniors to be 70 or older.

PUBLIC HEARING ON ADOPTION OF CHAPTER 259 OF THE CODE OF ST. MARY'S COUNTY TO AUTHORIZE THE USE OF SCHOOL BUS MONITORING CAMERAS BY A LAW ENFORCEMENT AGENCY

Commissioner Russell opened the Public Hearing at 11:30

Present: George Sparling, County Attorney

Mr. Sparling submitted a Certification of Publication stating the public hearing was posted in *The Enterprise Newspaper* on March 8 and 15, 2013. He noted that the public hearing is a result of a request from the Sheriff's Office and the Superintendent of St. Mary's County Public Schools to authorize the Sheriff's Office to install cameras on school buses to detect those individuals who pass buses. A County Ordinance must be approved, not to regulate or approve the system, but to authorize the Sheriff's Office to install the cameras.

Commissioner President Russell opened the Public Hearing for public comments.

Public Comments. *(Comments as noted below are intended as highlights of testimony given and are not verbatim.)*

Dr. Michael Martirano, Superintendent of Schools

- Totally supports cameras as another opportunity to keep our young people safe and issue tickets to offenders who illegally pass the school buses

Commissioner Morris stated he would like to see the funds generated from this returned to the school system.

Commissioner Russell closed the public hearing for public comment and closed the public hearing at 11:40.

FINAL APPROVAL OF RECOMMENDED DRAFT FY 2014 BUDGET TO TAKE TO PUBLIC HEARING ON APRIL 30, 2013 (CONT'D)

Present: Elaine Kramer & Jeannett Cudmore

Ms. Kramer presented the revised recommended budget which incorporated the following changes requested by Commissioners this morning: Increased the BOE budget to 4%; Removed \$50,000 from CSM Foundation Scholarships; and set aside \$500,000 in Public Hearing/Legislation Reserve and \$1,675,451 for additional Pay-Go/OPEB.

Commissioner Jones moved, seconded by Commissioner Morgan, to approve the FY 2014 Recommended Budget, as presented, to take to the public hearing at Chopticon High School on Tuesday, April 30, 2013, and to sign the “Recommended Estimate of Revenues and Appropriations” evidencing our approval. Motion carried 5-0.

ADJOURNMENT

Commissioner Russell adjourned the Board of County Commissioners meeting at 12:00 pm.

Minutes Approved by the Board of County Commissioners on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)