

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
Tuesday, May 24, 2011**

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

**CALL TO ORDER**

Commissioner President Russell called the meeting to order at 9:00am.

**ADDITIONS/DELETIONS TO AGENDA**

**APPROVAL OF MINUTES**

Commissioner Jarboe moved, seconded by Commissioner Morris, to adopt the minutes of the meeting of Tuesday, May 17, 2011, as presented. Motion carried 5-0.

**PROCLAMATIONS IN RECOGNITION OF NATIONAL DRUG COURT MONTH  
AND ASIAN PACIFIC ISLANDER HERITAGE MONTH WERE PRESENTED**

**COUNTY ADMINISTRATOR**

1. Draft Agendas for May 31 and June 7, 2011.

**2. Department of Human Services** (*Cynthia Brown, Interim Director; Julie Ohman, Mental Health Coordinator*)

**Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and authorize the Commissioner President to execute the FY2010 Core Service Agency Memorandum of Understanding Services/ Administrative Grant (Agreement MH 486 OTH), Rollover Budget; documents related to project #'s MD 1090 and MD 1085, from the Maryland Mental Hygiene Administration on behalf of the St.**

**Mary's County Department of Human Services and the related budget amendment. Motion carried 5-0.**

**Commissioner Jarboe moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the FY2011 Core Service Agency Memorandum of Understanding Services/ Administrative Grant (Agreement MH 486 OTH), Modification #1; documents related to project #'s MD 1182 through MD 1186, MD 1190, MD 1192 and MD 1153, from the Maryland Mental Hygiene Administration on behalf of the St. Mary's County Department of Human Services and the related budget amendments reflecting a total reduction of \$12,762. Motion carried 5-0.**

**Commissioner Jones moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the FY2012 Shelter Plus Care Grant (Agreement MH 488 OTH) documents related to project # US 1296 from the Maryland Mental Hygiene Administration on behalf of the St. Mary's County Department of Human Services for the Shelter Plus Care Housing Program in the amount of \$160,523. Motion carried 5-0.**

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

**Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve and authorize the Commissioner President to execute the Airport Land Acquisition grant agreement to the Federal Aviation Administration of behalf of the St. Mary's County Regional Airport in the amount of \$82,032 for the purpose of Airport Road and Lawrence Hayden Road relocation in support of the approved Airport Master Plan. Motion carried 5-0.**

**4. Sheriff's Office (*Captain Willenborg; Erin Shoemaker, Financial Manager*)**

**Commissioner Morris moved, seconded by Commissioner Jones, to authorize the Sheriff's Office Staff to submit the grant application documents electronically for 2011 COPS Hiring Program, US 12XX, from the Bureau of Justice in the amount of \$977,704 with the hard copy to be submitted for review at the award stage. Motion carried 5-0.**

**DECISION ON BAY DISTRICT VOLUNTEER FIRE DEPARTMENT'S PROPOSAL TO REFINANCE EXISTING LOAN FOR EQUIPMENT PURCHASE**

**Present:** Bob Kelly, Interim Public Safety Director

The Board of County Commissioners held a Public Hearing on May 4, 2011, to consider Bay District Fire Department's proposal to enter into a loan, refinancing with PNC Equipment Finance LLC to

lower interest rates and to purchase a new pumper tanker. There were no public comments at the hearing and no comments were received during the 10-day open record period.

**Commissioner Morgan moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the Agreement between the County and the Bay District Volunteer Fire Department designating Bay District Volunteer Fire Department as a primary fire department for the 8<sup>th</sup> Election District; and to sign the Resolution authorizing the Bay District Volunteer Fire Department to enter into a loan, refinancing with PNC Equipment Finance, LLC, in the maximum amount of \$480,000, for a term not to exceed 84 months. Motion carried 5-0.**

**ST. MARY'S COUNTY METROPOLITAN COMMISSION (MetCom): PRESENT  
FY 2012-17 CAPITAL IMPROVEMENT BUDGET AND FY 2012 OPERATING BUDGET  
AND REQUEST APPROVAL OF FY 2012 STAFFING REQUESTS**

**Present:** Jackie Meiser, Director  
Dan Ichniowski, Asst. Director  
Rebecca Shick, CFO  
A. Cullins, HR Director  
Mike Sullivan, Facilities and Operations Director  
David Elberti, Chief Engineer  
R. Fehn, IT Director  
Katie Werner, Chairperson  
MetCom Commissioner Tom Tudor

Ms. Meiser presented MetCom's Operating Budget FY2012, Capital Improvement Budget FY 2012 through FY2017, and Personnel Requests for FY2012.

The proposed Operating Budget includes funding for the additional requested personnel and a service charge rate increase of 4.12% for sewer (an average of \$1.21 per month) and 3.66% for water (an average of \$0.60 per month).

A detailed listing of Capital Improvement Plans for FY2012 to FY2017 was presented. System Improvement charges cover debt services for upgrades and replacements of existing systems and direct pay of smaller projects. This fee is paid monthly by all customers with an allocation on the system. Capital Contribution Charges are designed to cover debt services for loans to build new water supply and sewer collection systems and to expand capacity to provide service to new customers and are paid when the property owner either makes application or is required to connect to a water main or sewer. This is a one time only fee.

Requests and justifications for the following positions were presented:

- One Full-time Wastewater Collections System Operator - \$59,270
- One IT Technician (upgrade existing contractual technician to full time regular employee with benefits) - \$15,099

- One Legal Assistant (upgrade existing contractual Legal Assistant to regular part-time employee with benefits) - \$12,000

**Commissioner Morgan moved, seconded by Commissioner Jones, to approve new staffing positions as requested by MetCom, pursuant to Section 113 of the St. Mary's County Code. Motion carried 4-1. Commissioner Jarboe voted nay.**

#### **COMMISSIONER'S TIME**

The Commissioners highlighted events attended over the past week.

#### **RIBBON CUTTING CEREMONY FOR THE ST. MARY'S HOSPITAL NEW OUTPATIENT PAVILION, 25500 POINT LOOKOUT ROAD**

Several Commissioners attended the ribbon cutting for the new Outpatient Pavilion at St. Mary's Hospital.

#### **ADJOURN**

Commissioners meeting adjourned at approximately 5:30 pm.

Minutes Approved by the Board of County Commissioners on \_\_\_\_\_

\_\_\_\_\_  
Sharon Ferris, Senior Administrative Coordinator (Recorder)