

## **Commissioners of St. Mary's County Meeting Minutes (Tuesday, June 7, 2016)**

*Generated by Sharon Ferris on Tuesday, June 7, 2016*

### **Members present**

Commissioner President James R. Guy  
Commissioner Michael L. Hewitt  
Commissioner Tom Jarboe  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor  
Dr. Rebecca Bridgett, County Administrator  
Sharon Ferris, Recorder

### **1. WELCOME**

Commissioner Vice President Hewitt called the business meeting of the Commissioners of St. Mary's County to order at 9:00 am in the Chesapeake Building meeting room, Governmental Center. Following introductions, Commissioner President Guy joined the meeting.

#### **Approval of Minutes**

I move to approve the Minutes of May 24, 2016 as presented.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

### **2. PROCLAMATION**

A Proclamation was presented to **Father Andrew White School Destination Imagination Team - State Division Champions**

### **3. MAIN AGENDA ACTION ITEMS**

**A. ST. MARY'S COUNTY PUBLIC SCHOOLS** - Request for Approval of the FY2017 Operating and Capital Budgets and MSDE Certifications

**Presenter:** Jeannette Cudmore, CFO, County Government

The FY2017 Board of Education (BOE) Budget contains County funding of \$102,690,393 of which \$99.7 million is recurring and \$2.9 million is non-recurring costs. This funding is \$4.6 million more than the FY2016 Approved allocation to the BOE and is \$6.6 million more than the required Maintenance of Effort for FY2017.

1. I move to approve the Board of Education's operating, revolving, restricted, and capital budgets for FY2017 at the category and fund level, including the FTE positions; and execute the letter signifying approval of same.
2. I move to approve and authorize Commissioner President Guy to execute the Annual Budget Certification Statement to be submitted to the Maryland State Department of Education.
3. I move to approve and authorize Commissioner President Guy to execute the Excludable Costs Form which identifies \$2,972,992 in excludable costs and the submitting letter to the Maryland State Department of Education.
4. I move that the appropriation of \$102,690,393 will be distributed in four equal installments over the fiscal year.

Motions by Commissioner John E. O'Connor, seconds by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**B. DEPT. OF FINANCE - Request Authorization for Public Hearing on Local Vendor Preference Repeal**

**Presenters:** Jeannette Cudmore, CFO  
Brandon Hayden, Procurement Manager

Local Vendor Preference was established in February 2012. Since 2012, there have been 166 different solicitations released and Local Vendor Preference was only enacted 3 times. A public hearing is requested to receive public input to determine if the Local Vendor Preference should be repealed.

I move to authorize the Department of Finance to schedule a public hearing on the proposed ordinance, to Amend Chapter 178 of the Code of St. Mary's County, by repeal of the Local Vendor Preference in the Procurement Manual.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**C. DEPT. OF FINANCE - Request Authorization for Public Hearing on Bay District Volunteer Fire Department Refinancing Loan**

**Presenter:** Jeannette Cudmore, CFO

Bay District Fire Dept. is requesting to refinance/consolidate their loans with Community Bank of Chesapeake for a term not to exceed twenty-five (25) years to consolidate loans at the rate of 2.7% for 25 years, in the maximum principal amount of \$6,313,000 at a fixed interest rate of 2.7%. A public hearing is requested to receive public input on this request.

I move to authorize the scheduling of a Public Hearing to be held on June 28th for the purpose of receiving public comment on a proposed Resolution and County Agreement concerning the refinance of debt by Bay District Volunteer Fire Department, Inc.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**D. DEPT. OF HUMAN RESOURCES - Request Authorization for Public Hearing on Sheriff's Office Retirement Plan Tenth Amendment**

**Presenter:** Catherine Pratson, Director

The Sheriff's Office Retirement Plan allows Participants to receive credit towards Years of Credited Service for unused sick leave. As the plan is written it states that "No more than 15 days per year of Credited Service shall be taken into account for the purpose of this Section". The Board of Trustees for the Sheriff's Office Retirement Plan has recommended an amendment that will remove the cap on unused sick leave. A public hearing is requested to receive public input on this proposed amendment.

I move to authorize the scheduling of a Public Hearing to receive public comment on the recommended Sheriff's Office Retirement Plan Tenth Amendment.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**4. COUNTY ADMINISTRATOR**

**A. DRAFT AGENDAS FOR JUNE 14 & 21, 2016.**

**B. CIRCUIT COURT - Courthouse Security Equipment Grant MOU**

I move to approve the Courthouse Security Equipment Grant MOU, Project MD1631, from the Maryland Administrative Office of the Courts on behalf of the Circuit Court for St. Mary's County, for courthouse security improvements in the amount of \$43,938, and the related budget amendment to increase the Project budget by \$43,938, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**C. MARYLAND DEPT. OF AGRICULTURE - FY2017 Cooperative Agreement between the Maryland Department of Agriculture and St. Mary's County**

I move to approve the FY2017 Cooperative Agreement between the Maryland Department of Agriculture and St. Mary's County for the Control and Eradication of noxious and certain invasive weeds.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**D. SHERIFF'S OFFICE - COPS Office FY 2016 COPS Hiring Program (CHP)**

I move to approve the Sheriff's Office staff to submit electronically the 2016 COPS Hiring Program, project US17XX, from the U.S. Department of Justice Office of Community Oriented Policing Services in the amount of \$284,799 according to the COPS Solicitation Procedures.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**E. SHERIFF'S OFFICE - FY 2017 Heroin Coordinator Grant Program**

I move to approve the Sheriff's Office staff to submit electronically the FY2017 Heroin Coordinator Grant Program Application, Project MD17XX, from the Governor's Office of Crime Control and Prevention, in the amount of \$70,060 according to the Heroin Coordinator Grant Program procedures, consistent with the subsequent hard copy reviewed and executed by the Commissioner President.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**F. DEPT. OF HUMAN RESOURCES - Approval of Training Grant**

I move to approve the Local Government Insurance Trust (LGIT) Training grant award, project OT1604, on behalf of the Department of Human Resources to cover the training expense for two staff members to attend the 23rd Annual Mid-Atlantic ADA Conference in Baltimore, Maryland in the amount of \$1,800; and the related budget amendment to establish budget authority and increase the project budget by \$1,800 and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**G. DEPT. OF FINANCE - Solar RFP Award**

I move to authorize the Contracting Officer to award the Solar Photovoltaic Power Production Design-Build-Finance-Operate-Maintain RFP to Energy Matters, LLC, subject to receipt and acceptance of Contract related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**H. DEPT. OF FINANCE - Hollywood Volunteer Fire Department Request for \$400,000 Loan**

I move to approve and authorize staff to prepare the necessary loan documents for a four year loan for the Hollywood Volunteer Fire Department in the amount of \$400,000 from the Fire and Rescue Revolving Loan Fund to assist in the purchase of a Heavy Duty Rescue Squad vehicle, and that we authorize the Commissioner President and Staff to execute the necessary documents, with the understanding that the County Attorney will have approved them for legal sufficiency prior to execution of the documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**I. DEPT. OF AGING & HUMAN SERVICES - FY2017 PATH Grant (Agreement MH487 OTH)**

I move to approve the FY2017 PATH grant agreement, project US1789, from the Maryland Department of Health and Mental Hygiene in the amount of \$44,140 and the related Sub-recipient Agreements between the County and both the Three Oaks Center and Correct Care Solutions, LLC, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**J. DEPT. OF AGING & HUMAN SERVICES - Federal Fiscal Year 2016 and State Fiscal Year 2017 Maryland Department of Housing and Community Development Emergency Solutions Grant (ESG) Program Application**

I move to approve the Emergency Solutions Grant application, project US1756, from the Maryland Department of Housing and Community Development on behalf of St. Mary's County Department of Aging & Human Services in the amount of \$145,000 to support the homeless shelters and services for St. Mary's County residents and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#### **5. COMMISSIONER'S TIME**

The Commissioners highlighted events attended over the past week, provided general comments, and congratulated all graduating seniors.

#### **6. ADJOURN**

The meeting adjourned at approximately 11:00 am.

Minutes Approved by the Commissioners of St. Mary's County on 6/14/16

SLF  
Sharon Ferris, Senior Administrative Coordinator