

Commissioners of St. Mary's County Meeting Agenda (Tuesday, August 29, 2017)
Generated by Sharon Ferris for Christine Fleming on Tuesday, September 5, 2017

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
Christine Fleming, Recorder

1. WELCOME

Commissioner President Guy call 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

Approval of Consent Agenda

I move to approve the consent agenda, which includes the minutes of August 22, 2017, as presented.

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

2. PROCLAMATIONS

Proclamations were presented for:

- A. FORGET-ME-NOT MONTH**
- B. NATIONAL RECOVERY MONTH**

3. MAIN AGENDA ACTION ITEMS

A. DEPT. OF FINANCE - Briefing from Second District Volunteer Fire Department & Rescue Squad for Proposed Tax Increase in FY2019

Present: Michael Roberts, SDVFDRS* Public Information Officer
Theresa Del Ninno, Maginniss Del Ninno Architects Sr. Principal

The Second District Volunteer Fire Department and Rescue Squad leadership are proposing a tax rate increase in FY 2019 to cover increasing operational expenses, equipment costs, and the construction of a new building.

B. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - Animal Shelter Feasibility Study Results Presentation

Present: Warren Freedenfeld - Rauhaus Freedenfeld & Associates
Bill Daggett - Shelter Planners
Leslie Hervey - Shelter Planners

The findings of the Animal Shelter Feasibility Study performed by Rauhaus, Freedenfeld & Associates were presented. Three recommendations were provided: (1) The renovating and/or adding to the existing Tri-County Animal Shelter (TCAS); (2) The building of a new Bi-Counties Shelter in partnership with Charles County; and (3) The building of a new shelter dedicated to St. Mary's County.

C. DEPT. OF RECREATION & PARKS - Draft Elms Beach Park Master Plan

Present: Arthur Shepherd, Director, Dept. of Recreation & Parks
Adam Bossi, Project Manager, GreenPlay LLC

The master plan recommendations for Elms Beach include: upgrade facilities that are at the end of their life cycle; optimize and delineate parking; improve access to the Chesapeake Bay; install new playground in shaded area; improve the park entry and provide for crowd control; provide ADA accessible paths to facilities; provide a composting toilet system and a well for drinking water; and, provide gathering spaces for individuals and families.

I move to approve the draft Elms Beach Park Master Plan document, subject to future Capital Project budget appropriations to be addressed during the FY2019 budget process.

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

Final Resolution: Motion Carries

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

D. DEPT OF EMERGENCY SERVICES & TECHNOLOGY - Hazard Mitigation Plan Update Introduction

Present: Robert Kelly, CIO

The Disaster Mitigation Act of 2000 requires state and local governments to prepare and adopt hazard mitigation plans as a condition for receiving Pre-Disaster Mitigation grant assistance and Hazard Mitigation Grant Program assistance. A Hazard Mitigation Committee was formed by the county which included Land Use and Growth Management, Emergency Management & Technology, Public Works and Transportation, Health, Emergency Medical Services, Utilities, Roads, Fire and Police, Education, Town of Leonardtown and local business to update the County's Hazard Mitigation Plan. The Hazard Mitigation Committee has completed the updates and requests a public hearing be held to solicit community input into the plan.

I move to authorize the Department of Emergency Services and Technology to schedule a Public Hearing to receive comment on the Updated Hazard Mitigation Plan.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

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

E. DEPT. OF HUMAN RESOURCES - Sheriff's Office Retirement Plan Thirteenth Amendment Introduction

Present: Catherine Pratson, Director

On, June 22, 2017, the Board of Trustees for the Sheriff's Office Retirement Plan approved a motion for a Thirteenth (13th) amendment to the Sheriff's Office Retirement Plan, (SORP). The proposed 13th amendment would eliminate the interest accrual on terminated non-vested balances providing a method to reduce the Plan's accrued liability. A public hearing is requested to receive public input.

I move to authorize the Department of Human Resources to schedule a Public Hearing on the proposed Sheriff's Office Retirement Plan Thirteenth Amendment.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

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

F. DEPT. OF LAND USE & GROWTH MANAGEMENT - Proposed Amendment to the Building Code to Exempt Sheds Up to 600 Square Feet Introduction

Present: Bill Hunt, Director
Harry Knight, Permits Coordinator

A Shed Focus Group was established to consider a building code exemption for sheds between 300 and 600 square feet in area. The focus group consisted of Staff from Land Use and Growth Management, Department of Economic Development, the Health Department and ten residents in or associated with the shed business. The participants recommended that sheds up to 600 square feet be exempt from building inspections. A zoning permit would still be required and the proposed location would be reviewed for floodplain and critical area. Electricity and plumbing would have to be inspected if applicable. A public hearing is requested to get citizen input before a final decision is made.

I move to authorize the Department of Land Use and Growth Management to schedule a public hearing on the proposed Ordinance to amend the Building Code to exempt sheds up to 600 square feet

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

G. DEPT. OF LAND USE & GROWTH MANAGEMENT - Proposed Amendment to the Building Code to Exempt House Additions from Energy Efficiency Tests Introduction

Present: Bill Hunt, Director
Harry Knight, Permits Coordinator

The County's building code incorporates the International Existing Building Code (IECB). The IECB requires that additions to one or two family dwellings be energy efficient which includes testing the addition to verify the amount of air leakage is within acceptable limits. Staff is proposing a public hearing to amend the IECB to delete the requirement for testing of additions to existing one and two family dwellings for energy efficiency.

I move to authorize the Department of Land Use and Growth Management to schedule a Public Hearing on the proposed Ordinance to amend the Building Code to Exempt House Additions from Energy Efficiency Tests.

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

4. COUNTY ADMINISTRATOR

A. DRAFT AGENDA FOR SEPTEMBER 12, 2017. THERE IS NO MEETING OF THE CSMC ON SEPTEMBER 5, 2017.

B. SHERIFF'S OFFICE - Edward Byrne Memorial Justice Assistance Grant Program FY2017 Local Solicitation

I move to approve and authorize the Commissioner President to execute the grant application and authorize the Sheriff's Office Staff to submit the grant application documents electronically for the Edward Byrne Memorial Justice Assistance Grant Program FY2017 Local Solicitation, US1836, from the Governor's Office of Crime Control and Prevention in the amount of \$19,464, consistent with the grant solicitation with full document review at the award stage.

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. SHERIFF'S OFFICE - Highway Safety FY2017

I move to authorize the Commissioner President to execute the related budget amendment in accordance with funding, increasing the Maryland State Highway Safety Grant, US1783 by \$2,000 to be used for travel training purposes.

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. SHERIFF'S OFFICE - Tobacco Enforcement FY2018

I move to approve the Tobacco Enforcement Initiative to Support Synar Compliance Agreement, Project MD1843, in the amount of \$5,000, from the St. Mary's County Health Department on behalf of the Sheriff's Office, and authorize the Sheriff to execute the related agreement, and authorize the Commissioner President to execute the budget amendment to realign the budget in accordance with the award.

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. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - FEMA Training Acceptance

I move to authorize the Commissioner President to sign the Letter of Agreement between St. Mary's County, the US Department of Homeland Security and the Federal Emergency Management Agency for our participation in an Integrated Emergency Management Course and authorize the Commissioner President to execute related documents.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

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

F. DEPT. OF PUBLIC WORKS & TRANSPORTATION - MEMA Grant Application

Dotson Property

I move to approve the Hazard Mitigation Grant Program Application and authorize the Department of Public Works and Transportation to submit the Application with the Maryland Emergency Management Agency to elevate the residence at 18103 River Road, Tall Timbers, Maryland per Maryland Emergency Management Agency (MEMA) program guidance and authorize the Commissioner President to execute related documents.

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

Final Resolution: Motion Carries

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

G. DEPT. OF PUBLIC WORKS AND TRANSPORTATION - Water Quality and Nutrient Removal Grant Modification Number Two

I move to authorize the Commissioner President to execute Modification Number Two to Grant Agreement #14-15-1941 TFC07, from Maryland Department of Natural Resources.

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

Final Resolution: Motion Carries

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

5. COMMISSIONERS' TIME

The Commissioners highlighted events attended over the past week and offered general comments.

6. EXECUTIVE SESSION

MOTION TO ENTER INTO EXECUTIVE SESSION

I move to enter into Executive Session for the purpose of discussing real property acquisition.

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

Final Resolution: Motion Carries

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

A. REAL PROPERTY ACQUISITION

PRESENT:

James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner
Dr. Rebecca Bridgett, County Administrator
George Sparling, County Attorney
Christine Fleming, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:23 pm - 12:26 pm

Purpose: To discuss the purchase or disposition of real property.

B. REAL PROPERTY ACQUISITION

PRESENT:

James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner
Dr. Rebecca Bridgett, County Administrator
George Sparling, County Attorney
Chris Kaselemis, Director, Dept. of Economic Development
Christine Fleming, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:26 pm - 12:40 pm

Purpose: To discuss the purchase or disposition of real property.

C. REAL PROPERTY ACQUISITION

PRESENT:

James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner
Dr. Rebecca Bridgett, County Administrator
George Sparling, County Attorney
Chris Kaselemis, Director, Dept. of Economic Development
Christine Fleming, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:40 pm - 12:57 pm

Purpose: To discuss the purchase or disposition of real property.

7. ADJOURN

The business meeting adjourned at 12:57 pm.

Minutes approved by the Commissioners of St. Mary's County on _____

Christine Fleming, Administrative Assistant