

ST. MARY'S COUNTY

BOARD OF COUNTY COMMISSIONERS' MEETING

Governmental Center

Tuesday, May 27, 2003

Present: Commissioner President Thomas F. McKay

Commissioner Kenneth R. Dement

Commissioner Lawrence D. Jarboe

Commissioner Thomas A. Mattingly, Sr.

Commissioner Daniel H. Raley

George G. Forrest, Interim County Administrator

Kaaren Burke, Senior Administrative Coordinator (Recorder)

CALL TO ORDER

The meeting was called to order at 9:05 a.m.

APPROVAL OF CHECK REGISTER

Commissioner Jarboe moved, seconded by Commissioner Dement, to authorize Commissioner McKay to sign the Check Register. Motion carried.

APPROVAL OF MINUTES

Commissioner Raley moved, seconded by Commissioner Jarboe, to approve the minutes of the Commissioners' meeting of Tuesday, May 20, 2003, as submitted. Motion carried.

COUNTY ADMINISTRATOR

Present: George Forrest, Interim County Administrator

1. Draft Agendas: June 3 and June 10, 2003
2. Circuit Court (*Bill Tench, Court Administrator*)

a. To approve and authorize Comm. President to sign Budget Amendment reallocating unused grant appropriation for additional funds received for Law Library Grant (\$15,000)

Commissioner Raley moved, seconded by Commissioner Dement, to authorize

Commissioner McKay to sign the budget amendment. Motion carried.

- a. To approve and authorize Comm. President to sign Budget Amendment to transfer funds from Law Library-Staff Development to Mileage Reimbursement-Circuit Court (\$428)

Commissioner Raley moved, seconded by Commissioner Jarboe, to authorize Commissioner McKay to sign the budget amendment. Motion carried.

1. DECD (*John Savich, Director*)

- a. (*Carolyn Laray, Tourism Mgr*)

To approve and authorize Comm. President to sign Budget Amendment to move funds from Tourism's printing account to administration's postage account to cover shortfall in postage expense account for remainder of FY 03 (\$5,000)

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to authorize

Commissioner McKay to sign the budget amendment. Motion carried.

- b. (*Donna Sasscer, Agriculture Manager*)

To approve and authorize Comm. President to sign modified grant agreement with Tri County Council to purchase agricultural easements for farmers market improvements (State: \$50,000, County: up to \$50,000)

Commissioner Jarboe moved, seconded by Commissioner Dement, to authorize

Commissioner McKay to sign the modified grant agreement with TCC. Motion carried.

1. Emergency Management Agency (*Phil Cooper, Acting Director*)

To approve and authorize Commissioner President McKay to sign the MEMA Master Application for Homeland Security Equipment Grant for FY 03 (Federal: \$67,933.14)

Commissioner Mattingly moved, seconded by Commissioner Dement, to authorize Commissioner McKay to sign the MEMA Master Application for FY03. Motion carried.

5. Planning and Zoning Department (*Denis Canavan, Director*)

Authorization to conduct public hearings regarding Gardiner and Lacey Growth Allocation Requests

Commissioner Raley moved, seconded by Commissioner Jarboe, to authorize conducting public hearings for Gardiner and Lacey requests. Motion carried.

6. Office on Aging (*Gene Carter; Peggy Maio, Fiscal Support Supervisor; Jane Kostenko; Acting Program Director*)

To approve and authorize Comm. President McKay to sign the FY04 MOU with Md. Dept. of Mental Health and Hygiene and Office on Aging (State: \$82,814)

Commissioner Raley moved, seconded by Commissioner Dement, to authorize Commissioner McKay to sign the FY04 MOU, as requested. Motion carried.

7. Recreation and Parks (*Phil Rollins, Director*)

Authorize the Procurement Officer to award a contract to Great Mills Construction Company in the amount of \$1,452,073, for the base bids plus alternates 1, 2, 4A,

4B and 5

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to authorize Procurement Office to award contract as recommended. Motion carried.

The meeting was adjourned at 9:45 a.m.

THE COMMISSIONERS DEPARTED TO ATTEND FUNERAL SERVICES FOR THE HONORABLE RUTH W. "BECKY" PROFFITT

The budget work session convened at 2:13 p.m.

FY04 BUDGET WORK SESSION

Present: Board of County Commissioners

Elaine Kramer, Director of Finance

Jeannett Cudmore, Deputy Director Finance

George Forrest, Interim County Administrator

John Savich, Director DECD

Randy Schultz, Director HR

George Erichsen, Director DPW&T

Phil Rollins, Director Rec & Parks

Capt. Cusic, Sheriff's Dept

Sheriff Zylak

John Norris, County Attorney

Robin Finnacom, Director, Lex Park Plan

Denis Canavan, Director, Land Use and Growth Management

Larry Harvey, Director, Marcey House

Dr. Patricia Richardson, Superintendent, SMCPs

SMCPs Staff and Board of Education Members

Cynthia Brown, Director, OCS

Ms. Kramer indicated there have been no changes in fees or taxes and recommend the Board look at fire taxes. The Bay District is asking for a 1 cent increase. The 2nd District in Valley Lee is seeking the same increase. Explore this matter further and make a decision on May 29, 2003.

Prepare for \$1 million hit. At this time, leave revenues as is. Do not use any fund balance or enterprise fund to cover shortfalls. Create enterprise funds to enhance revenues. Keep credit rating reserve at 6% and do not touch the rainy day fund. The reserve for emergency appropriations is potential coverage for a state cut. The revenue distribution due the County on May 30, is 6.9% higher than what was received last year – good news. Start out the budget year with an intentional action to extend a variation of a freeze in hiring. Current vacant positions and upcoming retirements could create a reserve of \$300,000.

There are several ways to look at reductions:

- Reduction to non-county agencies
- Increase fees mid-year (Land Use, DPW&T, etc.)
- Convert enterprise fund mid-year
- Defer hazardous waste days, etc.
- Defer equipment purchases, etc.

Commissioner McKay stated to count on fund balance or enterprise funds for back-up for shortfalls while the state is experiencing a "structural" dilemma would mean this Board would have to raise taxes next year. This is unacceptable.

Ms. Kramer suggested the Board apply pressure at the state level to get income tax distribution funds released. It's at least \$100 million dollars and the counties could certainly use these monies.

Commissioner McKay stated the 2% COLA for January 1, 2004, be left alone.

Board of Education

Teachers, textbooks, and addressing the issue of employer contribution to health care, and transportation are key considerations. Of note, Thornton was funded but the Teachers Salary Challenge ended a year early. It was reiterated that the Board will not take the blame for how the Board of Ed allocates their funds.

Commissioner McKay asked what per cent of budget SMC spends for education vs Charles and Calvert. Calvert spends 46.1%; Charles, 43.3%; and SMC, 44.21%. Commissioner McKay indicated that funding per pupil (2002) in SMC was at \$7,368/pp; Charles was \$7,026/pp; and Calvert was \$7,015/pp.

Because of public hearings, the Board knows additional funds need to be found for the Board of Ed. At this point, The Board of County Commissioners adjourned for fifteen minutes to identify additional funds.

The meeting reconvened with Ms. Kramer covering expenditure alternatives to the approved FY04 budget. After careful consideration, the Board reached consensus. A few highlights: eliminate COLA for contract employees; insurance premiums for retiree and active employee health at 85%; allocate \$10,000 to Chamber of Commerce; allocate \$500,000 to Board of Ed.

The meeting adjourned at 6:27 p.m.

Minutes Approved by the

Board of County Commissioners on _____

Kaaren Burke, Senior Administrative Coordinator

to the Board of County Commissioners