

**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, Acting County Administrator

Donna Gebicke, Administrative Assistant to BOCC (Recorder)

Eleanor Abell, Administrative Assistant (Recorder)

### **CALL TO ORDER**

The meeting was called to order at 9:10 a.m.

### **APPROVAL OF CHECK REGISTER**

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

### **APPROVAL OF MINUTES**

**Commissioner Jarboe moved, seconded by Commissioner Dement, to approve the minutes of the Commissioners' meeting of Tuesday, July 15, 2003, as presented. Motion carried.**

### **PRESENTATION TO VICE ADMIRAL JOSEPH DYER**

Present: Admiral Dyer

Colleagues and Friends of Admiral Dyer

The Commissioners presented Admiral Joseph Dyer, former Commander, Naval Air Systems Command, with a plaque in honor of his retirement from the U.S. Navy. Admiral Dyer was recognized for his service to St. Mary's County, the Navy and the country.

### **COUNTY ADMINISTRATOR TIME**

1. Draft Agendas: August 5, 2003 (no meeting July 29)
2. MetCom (*Steve King, Director*)

**Commissioner Raley moved, seconded by Commissioner Jarboe to approve the Traveler's Casualty and Surety Company of America as surety for the bonding specified in Section 113-1.E of the Public Local Laws of St. Mary's County in the amount of \$250,000 to be issued to Thomas M. Russell as the Interim Treasurer of the St. Mary's County Metropolitan Commission. Motion carried.**

3. Office of Community Services (*Walter Biscoe, Joe Donick, Cynthia Brown*)

a. **No action was needed by Commissioners to receive Notification that Corporation for National and Community Service has awarded the VISTA Project a \$10,000 Federal Assistance Grant designated for facility and training expenses needed in the Summer Associate Cost Share SOSAR program. (No longer a requirement of Corporation to countersign Notice of Grant Award document) (\$10,000 – Federal; \$51,965 – County). Motion carried.**

- a. **Commissioner Jarboe moved, seconded by Commissioner Dement to approve and authorize Commissioner President to sign Grant Modification Application for Corporation for National and Community Service transferring one AmeriCorps\*VISTA volunteer from St. Mary's VISTA Project to Digital Divide program at SMARTCO (\$113,600 – Federal; \$28,100 - County). Motion carried.**
- b. **Commissioner Raley moved, seconded by Commissioner Dement to approve and authorize Commissioner President to sign the AmeriCorps\*VISTA Grant Memorandum Agreement with Corporation for National and Community Service and related Budget Amendment (\$113,600 – Federal; \$28,100 - County). Motion carried.**
- c. **Commissioner Jarboe moved, seconded by Commissioner Dement to approve and authorize Comm. President to sign the Grant Award and Acceptance Agreement for the Collaborative Supervision And Focused Enforcement (C-SAFE) Initiative, "St. Mary's County/Lexington Park-Great Mills/Community Policing/**

**Community Mobilization Project," (\$10,600- State) and related Budget Amendment (\$25,900). Motion carried.**

- d. **Commissioner Jarboe moved, seconded by Commissioner Dement to approve and authorize Comm. President to sign Grant Award and Acceptance Agreement for C-SAFE Initiative "St. Mary's County/Lexington Park-Great Mills/Community Prosecution Project" (\$20,000 – State) and related Budget Amendment (\$40,000). Motion carried.**
- e. **Commissioner Jarboe moved, seconded by Commissioner Dement to approve and authorize Comm. President to sign Grant Award and Acceptance Agreement for C-SAFE Initiative, "St. Mary's County/Lexington Park-Great Mills/Community Policing Project," (\$8,000 – State) and related Budget Amendment (\$8,000). Motion carried.**

4. County Attorney's Office (*Linda Springrose, Assistant County Attorney*)

a. **Commissioner Jarboe moved, seconded by Commissioner Raley to approve and authorize Commissioner President McKay to sign conservation easement for the AT&T Tower to be placed on the Anderson property (required by the Board of Appeals for their conditional use permit). Motion carried.**

**b. Commissioner Mattingly moved, seconded by Commissioner Dement to approve and authorize Commissioner President McKay to sign conservation easement for the AT&T equipment to be hung on the Somar Tower on St. Andrews Church Road (required by the Board of Appeals for their conditional use permit). Motion carried.**

5. DPW&T (*George Erichsen, Director*)

**a. Commissioner Mattingly moved, seconded by Commissioner Dement to approve and authorize Comm. President to sign Public Works Agreement for St. James Subdivision, Section 4, located in the 1st Election District, with an expiration date of June 1, 2004. A letter of credit has been provided by The First National Bank of St. Mary's in the amount of \$265,700. The roads included in this agreement are: South King James Parkway (1,385') and Princess Court (1,828'). Motion carried.**

**b. Commissioner Jarboe moved, seconded by Commissioner Mattingly to approve and sign Resolution accepting Bird Haven Drive (1,998'), Marigold Street (655'), Rosebay Street (285') and Larkspur Court (695') located in the Kingston Subdivision, Phase 1, into the County's Highway Maintenance System and sign Resolutions posting a 25 mph speed limit and stop signs. Motion carried.**

**c. Commissioner Dement moved, seconded by Commissioner Jarboe to approve and authorize Comm. President to sign Public Works Agreement (deferred from Commissioners' meeting on July 15, 2003) for Lloyd's Rest Subdivision located in the 5th Election District with an expiration date of May 1, 2004. A letter of credit has been provided by The First National Bank of St. Mary's in the amount of \$225,740. The road included in this agreement is: Oema Court (2,217'). Motion carried.**

*Discussion took place regarding development of the Lloyds' Rest Subdivision neighborhood and an interparcel connection for the Amish community's use in back of the property not to be utilized by the subdivision. The **upcoming inclusion of the Heritage and Tourism Program into the Comprehensive plan is a good time to address agricultural preservation issue.***

6. Employment Contracts

**a. Commissioner Dement moved, seconded by Commissioner Mattingly to authorize Commissioner President McKay to sign Employment Contract for Director of Public Works and Transportation George Erichsen. Motion carried.**

**b. Commissioner Raley moved, seconded by Commissioner Dement to authorize Commissioner President McKay to sign Employment Contract for**

**Director of Community Services Cynthia Brown with conditions noted in the section referring to compensatory time. Motion carried.**

#### **INFORMATION TECHNOLOGY DEPARTMENT BRIEFING**

Bob Kelly presented information pertaining to a potential Verizon strike beginning August 1, 2003 that will impact County Government and residents. 911 and Emergency Services will essentially not be affected, but other services may be delayed.

St. Mary's is the first County in Maryland to implement the Phase II system where cell phone calls can be tracked with the assistance of cellular providers through downloaded data showing up as longitude and latitude on the GIS system.

IT is preparing for an HTE System upgrade this fall with Navaline with the exception of non-public safety areas. The environment will be tested before upgrade is performed. Jails management module for crimes/inmates databases, INS records and documents will be brought on line early this winter and implement desktop and connectivity for data utilized by the Adult Detention Center.

Bob Kelly attended a seminar in Prince George's County to review new Elections equipment and software. Mr. Kelly reported the State made a wise decision with the selection of equipment and software. Procurement has prices finalized, it is a federal implementation, and he suggested the County get in early on the funding portion. Building Services is looking at space availability for storage of equipment and IT will provide this information to the Commissioners as it becomes known. The target date is September for implementation to be in line for the next election. Some concerns about hacking and changing numbers were brought up and Mr. Kelly stressed he was comfortable with the system design. Since it is a closed loop system not connected with any other precinct the main system can be dialed into for connectivity or manually carry the sticks into the Elections office to download information. He has been in contact with the school system to assist with technical support needed at the voting precincts combined with county IT support staff to ensure coverage is adequate.

The telephone system processed 102,000 calls between June 7 and July 7, 2003. Some discussion took place regarding current programming of calls going to voice mail when a user is on the system. Commissioner McKay asked the IT Director to look at the option of having calls go to another extension or educate departments to refer customers through the voice mail system options to another employee so that a live person answers the phone. IT will assist in implementing and assisting this set up with departments based on Commissioners' comments. VISTA phone line concern was caught last billing cycle and IT will be incorporating this into the main telephone bill.

#### **MARCEY HOUSE BRIEFING**

The Department of Health and Mental Hygiene State Audit is taking place July 23, 2003, to review Fiscal Years 2000, 2001, and 2002 and has been coordinated with the Finance Department.

FY'03 budget reconciliations being finalized and current funding from administration is in place for FY'04.

Marcey House will be participating in a training activity on August 13, 2003, in conjunction with the ADAA through the University of Maryland, Bureau of Governmental Research and is geared toward treatment, tracking, outcomes measures, and program effectiveness.

Marcey House Board of Directors are scheduled to present Annual Report to the BOCC on August 19, 2003. A new member was appointed to the Marcey House Board of Directors. Marcey House was featured in the July edition of EMA's monthly newsletter, The Standard, recognizing the accomplishment of the annual golf tournament raising \$12,500.

Census for this period averaged 14 residents: St. Mary's – 4; Charles County – 6; other County jurisdictions – 6. There were 13 intake/referrals; 11 client interviews; 5 client discharges. Several Marcey House participants assisted with Freedom Fest Activities through the Office of Community Services. Two residents participated at a ribbon cutting ceremony at Anchor of Walden/Charlotte Hall and spoke with the Governor about their recovery program.

## **COMMISSIONER'S TIME**

### Commissioner Raley

- Expressed appreciation to all the well wishers and folks who were supportive of his family during his aunt's passing and thanked the Commissioners for the flowers they sent.

### Commissioner Dement

- Congratulations to the Armstrong's on their 60<sup>th</sup> Wedding Anniversary.
- Attended Dickie Gatton's Crystal Room opening in Callaway over the weekend.
- Attended the Hooked on Fishing SOSAR Program at Point Lookout and said it was a very beneficial program for the participants.

### Commissioner Mattingly

- Attended the Sheriff's Department function hosting the Maryland Sheriff's Association at the FOP.
- Attended the welcome for the State Human Resources Secretary on the Naval Base and at Veridian and toured Department of Social Services facilities within the County.
- Congratulations to the Arts Council for the series and cruise after the River Concert on Friday.
- Attended the 20<sup>th</sup> Anniversary of the ALS Unit at Greenwell State Park and provided congratulations and recognitions.
- Extended a special thank you to St. Mary's College, Scheible's Restaurant, and Ridge Fire Department for hosting the retreat and facilities reception for the Maryland State Fireman's Association.
- Happy 80<sup>th</sup> Birthday to Kitty Ludwig.
- Mentioned the Leonardtown Volunteer Fire Department carnival concluded July 21<sup>st</sup>; Hollywood Volunteer Fire Department carnival begins July 24<sup>th</sup>, and Ridge Volunteer Fire Department carnival starts August 7<sup>th</sup>.

### Commissioner Jarboe

- Mentioned DPW&T's Household Hazardous Waste Day was a big success and September 20<sup>th</sup> as the follow-up date.

- Visited the old Health Department Building in Lexington Park and feels it would be a large and costly renovation project. He asked that the grounds and grass around building be taken care of.

**VISITS TO SOSAR CAMPS**

The Commissioners adjourned at 11:20 p.m. to tour the Elms Beach, Lexington Park School, and Park Hall School SOSAR Camps.

**Minutes Approved by the**

**Board of County Commissioners on \_\_\_\_\_**

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**Donna Gebicke, Administrative Assistant**

**to the Board of County Commissioners**