

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
GOVERNMENTAL CENTER
Tuesday, November 6, 2007**

Present: Commissioner President Francis Jack Russell
Commissioner Kenneth R. Dement
Commissioner Lawrence D. Jarboe
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
John Savich, County Administrator
Betty Jean Pasko, Sr. Administrative Coordinator (Recorder)

The Board of County Commissioners attended a briefing and tour of the St. Mary's Hospital beginning at 7:30 a.m. The briefing was presented by Christine Wray, President and CEO, and included an overview of the hospital's mission, facilities, services, personnel, and current and planned projects. Also present were members of the St. Mary's Hospital Board of Directors and staff members.

CALL TO ORDER

Commissioner President Russell called the meeting to order at 10:00 a.m.

APPROVAL OF CHECK REGISTER

Commissioner Raley moved, seconded by Commissioner Jarboe, to authorize the Commissioner President to sign the Check Register dated November 6, 2007, as submitted. Motion carried 5-0.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Dement, to adopt the minutes of the Commissioners' meeting of October 29, 2007, as amended. Motion carried 5-0.

Commissioner Jarboe said his position on Legislative Proposal # 4 should be corrected to show that he supported the proposal. Commissioner Dement changed his position on Legislative Proposal #11 from "no position" to "support."

Commissioner Raley moved, seconded by Commissioner Jarboe, to adopt the minutes of the Commissioners' meeting of October 30, 2007, as corrected. Motion carried 5-0.

Commissioner Jarboe was absent from the Public Forum on October 30, 2007.

PROCLAMATION: AMERICA RECYCLES WEEK

Present: George Erichsen, P.E., Director, DPW&T
Richard Tarr, Solid Waste Manager, DPW&T

A proclamation was presented to Mr. Erichsen and Mr. Tarr in recognition of America Recycles Week, November 11 – 17, 2007.

CHANGE/DELETION TO THE AGENDA

Commissioner Russell announced the change in time from 10:10 a.m. to 2:00 p.m. for the Southern Maryland Higher Education Center Update. Item # 7 of the County Administrator agenda was removed and will be rescheduled.

COUNTY ADMINISTRATOR

1. Draft Agendas for November 13 and 20, 2007
2. **St. Mary's County Public Schools** (*Daniel Carney, CFO; Charles Ridgell, Director of Curriculum and Instruction*)

Commissioner Raley moved, seconded by Commissioner Jarboe, to approve the St. Mary's County Board of Education's request to revise their FY08 Restricted Fund budget, pursuant to their action taken on October 10, 2007, to incorporate the revised Project Nexus Grant to include .5 FTE for the duration of the grant only, and to sign the related letter of consent. Motion carried 5-0.

3. **Department of Public Safety** (*Dave Zylak, Director; Shirley Copado, Emergency Communications Mgr.*)

Commissioner Dement moved, seconded by Commissioner Mattingly, to approve the Citizens Corps Mini-Grant as a pass through to the American Red Cross – Southern Maryland Chapter and to authorize the Commissioner President to sign the Memorandum of Agreement and the related Sub-Recipient Agreement. Motion carried 5-0.

Commissioner Mattingly moved, seconded by Commissioner Jarboe, to approve the Maryland Institute for Emergency Medical Services System (MIEMSS) Emergency Medical Dispatch (EMD) Education Grant and to authorize the Commissioner President to sign the Education Grant Agreement and the related Budget Amendment. Motion carried 5-0.

4. **Recreation, Parks and Community Services** (*Phil Rollins, Director*)

(Dick Gass, President, Board of Directors of the SMC Historical Society)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize Commissioner President Russell to sign the MOU that establishes the terms and conditions for the County's FY08 contribution for the renovation of Tudor Hall. Motion carried 5-0.

(Cynthia Brown, Community Services Div. Mgr.; Bennett Connelly, Local Mgmt. Board, Exec. Director; Laurel James, Tri-County Youth Services, Exec. Director; Kathleen Lyon, St. Mary's Public Schools)

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and authorize Commissioner President Russell to sign the Juvenile Delinquency Prevention and Intervention Grant Award and Acceptance, in the amount of \$62,510, as a pass-through for the Tri-County Youth Services Bureau, and the related Sub-Recipient Agreement. Motion carried 5-0.

(Cynthia Brown, Community Services Div. Mgr.; Walt Briscoe, Prevention Coordinator)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve the FY2008 Alcohol and Other Drug Abuse Treatment and Prevention Program grant documents, and to authorize Commissioner President Russell to sign the State of Maryland, Department of Health and Mental Hygiene, Human Services Contract Proposal and the related Sub-Recipient Agreement with the St. Mary's County Health Department. Motion carried 5-0.

5. **Marcey House** *(Larry Harvey, Director)*

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve the FY2008 Standard Grant documents, in the amount of \$214,923, and to authorize Commissioner President Russell to sign the State of Maryland, Department of Health and Mental Hygiene, Human Services Contract Proposal and the related Sub-Recipient Agreement with the St. Mary's County Health Department. Motion carried 5-0.

Commissioner Raley moved, seconded by Commissioner Jarboe, to approve the FY2008 S.T.O.P. Grant documents, in the amount of \$47,346, and to authorize Commissioner President Russell to sign the State of Maryland, Department of Health and Mental Hygiene, Human Services Contract Proposal and the related Sub-Recipient Agreement with the St. Mary's County Health Department. Motion carried 5-0.

6. **Dept. of Human Resources** *(Sue Sabo, Director)*

Commissioner Dement moved, seconded by Commissioner Raley, to direct staff to take the necessary steps to provide the Board of County Commissioners a final proposal regarding changes to the Personnel Manual, specifically

addressing the rollover of annual leave to sick leave, as outlined in today's presentation. Motion carried 5-0.

7. Dept. of Economic and Community Development (*Bob Schaller, Director*)

This Item was removed from the agenda and will be rescheduled

Amendment #1 to the Original Memorandum of Understanding of October 18, 2005, between the Board of County Commissioners and the Community Development Corporation.

8. **Dept. of Public Works & Transportation** (*George Erichsen, P.E., Director*)

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and authorize Commissioner President Russell to sign the Intergovernmental Agreement with the Maryland Environmental Service for the Citizen Scrap Tire Drop-Off Program. Motion carried 5-0.

DEPT. OF PUBLIC WORKS AND TRANSPORTATION: PRESENTATION OF MD

DEPT. OF NATURAL RESOURCES SHORE EROSION CONTROL PROJECT AGREEMENT FOR THE VILLAS ON WATERS EDGE SHORE EROSION CONTROL SPECIAL TAXING DISTRICT

Present: George Erichsen, P.E., Director, DPW&T

The agreement will provide an interest free loan to the County in the amount of \$390,000 for the design and construction of the project. A DNR administrative fee of \$13,500 is also included for payment of DNR services. The total cost of \$403,500 shall be paid to the DNR over a twenty year period in the amount of \$20,175 annually. As the County repays the loan, the taxing district reimburses the County.

Ordinance No. 2007-07 was adopted by the BOCC on August 21, 2007, creating and establishing the Villas on Waters Edge Shore Erosion Control Special Taxing District.

Commissioner Raley moved, seconded by Commissioner Dement, to approve the DNR Shore Erosion Control Project Agreement for the Villas on Waters Edge Shore Erosion Control Special Taxing District and the related Budget Amendment. Motion carried 5-0.

DEPT. OF LAND USE & GROWTH MANAGEMENT: DECISION ON PROPOSED AMENDMENTS TO THE COMPREHENSIVE WATER & SEWERAGE PLAN FOR GOLF COURSE DRIVE PROPERTY

Present: Jeff Jackman, Sr. Planner, LU&GM

Pursuant to the provisions of the St. Mary's County Comprehensive Water and Sewerage Plan (CWSP), the BOCC held a public hearing on October 23, 2007, to consider proposed amendments to the CWSP; i.e., Case No. 07-200-001, Golf Course Drive Property, to amend Service Area Maps III-16 and IV-16 to change the Service Area Category from W-6 and S-6 (service in six to 10 years) to W-3D and S-3D (service in three to five years, developer financed) for 1.15 acres described as Tax Map 16, Grid 3, Parcel 246, located in the 4th Election

District within the Wicomico Shores development. The record was held open for public comment for ten days. No public comments were received during the open record period.

On September 10, 2007, the Planning Commission conducted a public hearing and subsequently adopted PC Resolution No. 07-16 to approve the request and to convey to the BOCC its recommendation that the CWSP be amended as requested.

Commissioner Jarboe moved, seconded by Commissioner Mattingly, in the matter of Case CWSP 07-200-001, Golf Course Drive Property, to amend the St. Mary's County Comprehensive Water and Sewerage Plan to change the Service Area Category from W-6 and S-6 (service in six to 10 years) to W-3D and S-3D (service in three to five years, developer financed) for 1.15 acres described as Tax Map 16, Grid 3, Parcel 246 in the 4th Election District as recommend by the Planning Commission. Motion carried 5-0.

COMMISSIONER'S TIME

Commissioners reviewed events and activities attended during the previous week and thanked all those involved for their service to County government and to the community.

PUBLIC HEARING (DEPT. OF ECONOMIC & COMMUNITY DEVELOPMENT): CONSIDERATION OF PETITIONS FROM OWNERS OF THE FOLLOWING PROPERTIES TO SELL AN EASEMENT TO THE MD AGRICULTURAL LAND PRESERVATION FOUNDATION (MALPF):

Present: Donna Sasscer, Agriculture Manager, DECD
Bob Schaller, Director, DECD

The public hearing began at 11:45 a.m. Ms. Sasscer noted for the record that the public hearing was advertised in the October 19 and 24, 2007, newspaper editions, notices were posted on the properties, and notification was sent via certified mail to adjourning property owners. The request is to recommend to the Maryland Agriculture Land Preservation Foundation (MALPF) acceptance of an application to purchase an easement for the following properties:

- (1) Three Notch Road, Dameron, Tax Map 63, Grid 10, Parcel 140; 50 acres
- (2) 39010 Dr. Johnson Road, Helen; Tax Map 18, Grid 14, Parcel 55; 71.68 acres
- (3) 23310 Bushwood City Rd., Bushwood, Tax Map 30, Grid 21, Parcel 6; 411.37 acres

All properties are zoned RPD.

Ms. Sasscer provided color maps of the three properties and reviewed the specifics for each. It was noted that the Lancaster property on Three Notch Road is in the Mattapan

Rural Legacy Area. Forty applications have been received for FY2008, most of which are in the 7th District.

Commissioner President Russell opened the public hearing for public testimony at 12:02 p.m. There were no signatures on the public hearing sign-up sheet. However, Calvin and Margaret Elliott, neighbors of the Bushwood City Road property, received a letter of notification about the public hearing and requested clarification on the petition. It was discussed that by obtaining a MALPF easement on property, the property owner is giving up his/her development rights; i.e., the property will remain agricultural. Regarding the property on Bushwood City Road, there are a number of 15 acre farmette sites, with over 400 additional acres being requested to be placed in the land preservation program.

The public hearing was closed at 12:12 p.m., and Commissioner Russell set the ten day open record period.

REPORT ON PROPOSED CONSOLIDATION OF HUMAN SERVICES

Present: John Savich, County Administrator
Bennett Connelly, Executive Director, Local Management Board

In July, 2007, the BOCC requested the County Administrator, with assistance from the Local Management Board (LMB), explore whether County government should consider establishing an office to coordinate human services of St. Mary's County. Mr. Savich explained that the purpose of the presentation was not to present a final proposal at this time, but to present recommendations and request approval from the Board to proceed. Mr. Connelly provided an overview of activities that have taken place thus far and recommended that work continue on the proposal, with a solid plan presented within approximately 90 days. Mr. Savich concurred with the recommendation to move forward and agreed that a first draft could be developed in time for meeting the budget submission deadline in mid-January 2008.

A work session was held September 12, 2007, with 18 stakeholders in the County representing public and private health and human services agencies, as well as members of advisory groups and several senior staff from County Government. The participants developed key strategies for each of the 12 service areas for FY08 and FY09. A summary of the strategies identified for each service area was provided to the Commissioners.

An inter-agency work session was held on October 12, 2007, with 13 senior staff from public and private agencies. Participants reached consensus on three key issues:

1. Create an office in County Government to coordinate human services issues.
2. The name of the office should be "Office of Human Service Coordination."
3. Name a lead person to manage the process and further develop the office with the interagency group.

The participants developed the following list of issues that need to be addressed prior to the office becoming operational by July, 2008:

1. Determine the amount of current funding for planning and coordination of human services. Develop a FY09 budget. It was stressed by Mr. Savich the objective would be to require no new funding and to ensure no lessening of funds for direct services.
2. Determine the specific scope and issues to be addressed by the new office in FY09 and FY10. The matrix will be a good starting point.
3. Determine the staffing needs of the new office.
4. Define the scope and work of a Human Service Council (interagency team).
5. Define how the Human Service Council will relate/coordinate with existing boards.
6. Define the transition plan from existing organizations to the new office.
7. Determine the location of the new office (County).

8. Develop framework for County funding of non-county human services agencies (interagency team).

The following next steps were recommended to the BOCC:

1. Go forward with developing a more detailed proposal to establish an Office of Human Services Coordination. The first draft is targeted for mid-January with the goal of being operational by July 1, 2008.
2. Name a transitional director to lead staff in the development of a new office. The LMB has offered and Mr. Connelly is very willing to continue in an expanded role. Mr. Savich suggested developing a letter of agreement with the LMB and added that he would be prepared to designate Sabrina Hecht in a lead role.
3. Develop a budget proposal for FY2009 for the new office of human services coordination: Level one, fully supported by state funding; level two, service improvements requiring additional county funding.
4. Schedule regular briefings with the BOCC on the progress in developing the new office.

Commissioner Mattingly stressed the importance of the plan being the result of and inclusive of all the participating community agencies and departments and the importance of being accountable to the taxpayers. Commissioner Jarboe asked if consideration was given to expanding the mission of the existing Community Services Division to include Human and Community Services. Commissioner Raley said that he would not be in favor of an additional layer of bureaucracy and stressed the importance of maximizing the benefits of funds relative to services provided to the community. Regarding creating the Human Services Council, Commissioner Raley suggesting looking at the Recreation and Parks Board as a good model for a similar type of arrangement, and rather than coming on board later, it should be brought on early in the process. Commissioner Raley also expressed concern that the July 1 target date may be too soon and stressed the importance of maintaining focus on the goal which is to provide better service to the citizens. Commissioner Russell reiterated the importance of open communications with consumers and providers and maintaining a transparent process as we move forward.

Mr. Savich reviewed discussion points as follows:

- To not lessen and, ideally, increase the funding that goes into direct services
- Do not want to create additional bureaucracy (want system to be more flexible and more responsive)
- Involve providers and consumers as well as funders
- Be transparent; know all the fears people have and problems that may be encountered.

It was stressed the objective is to create a new office and to consolidate existing positions within county government and others outside of county government rather than create new positions.

Mr. Savich added that it may be determined that the same number of positions will continue to be needed. Mr. Connelly emphasized the objective is the coordination of planning, not direct services.

Mr. Savich will present an update on the process during the first half of December prior to submitting the first draft plan in mid-January 2008.

SOUTHERN MARYLAND HIGHER EDUCATION CENTER (SMHEC) UPDATE

Present: Mel Powell, Ph.D., Executive Director, SMHEC
Joseph F. Anderson, Chair, SMHEC Board of Governors

Dr. Powell and Mr. Anderson provided a briefing of the SMHEC's facilities, academic programs, enrollment/graduate statistics, and a design walk-through of plans to construct a third classroom building on the campus. The new, two-story building will include 11 classrooms, a conference center, and an auditorium. The construction period is forecasted for October 2010 through October 2011. The total cost estimate is \$15,430,000. No financial support was requested from the County. The Commissioners agreed to sign a letter of support to the MD Dept. of Budget and Management for SMHEC's request for funds to construct a third classroom.

MOTION TO ENTER INTO EXECUTIVE SESSION

Commissioner Raley moved, seconded by Commissioner Dement, to enter into Executive Session for the purpose of discussing real property matters, specifically related to potential acquisition of public facility sites and property for FDR Blvd. Motion carried 5-0.

BUDGET WORK SESSION

A budget work session was held from approximately 2:30 to 4:00 p.m. The work session included a presentation of the Recreation Activity Fund and discussion regarding the current State budget situation.

EXECUTIVE SESSION

Real Property

Present: Commissioner Francis Jack Russell, President
Commissioner Kenneth R. Dement
Commissioner Lawrence D. Jarboe
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
John Savich, County Administrator
Sabrina Hecht, Chief of Staff
Christy Chesser, County Attorney
Liz Passarelli, Real Property Manager
Donna Gebicke, Recorder

Authority: Article 24, Section 4-210(a)11

Time Held: 3:45 pm – 4:08 p.m.

Action Taken: Commissioners discussed potential acquisition of public facility sites and property for FDR Blvd.

Real Property

Present: Commissioner Francis Jack Russell, President
Commissioner Kenneth R. Dement
Commissioner Lawrence D. Jarboe
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
John Savich, County Administrator
Sabrina Hecht, Chief of Staff
Christy Chesser, County Attorney
Liz Passarelli, Real Property Manager
George Erichsen, Director, DPW&T
Denis Canavan, Director, LU&GM
Donna Gebicke, Recorder

Authority: Article 24, Section 4-210(a)11

Time Held: 4:09 – 5:00 pm.

Action Taken: Commissioners discussed potential acquisition of public facility sites and property for FDR Blvd.

ADJOURNMENT

Commissioner Dement moved, seconded by Commissioner Mattingly, to adjourn the meeting.

The meeting adjourned at 5:04.

Minutes Approved by the Board of County Commissioners on _____

Betty Jean Pasko, Sr. Admin. Coordinator