

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
Tuesday, May 31, 2011**

**Present:** Commissioner President Francis Jack Russell  
Commissioner Lawrence D. Jarboe  
Commissioner Cynthia L. Jones  
Commissioner Daniel L. Morris  
Commissioner Todd B. Morgan  
Sue Sabo, Acting County Administrator  
Sharon Ferris (Recorder)

**CALL TO ORDER**

Commissioner President Russell called the meeting to order at 9:00 am.

**APPROVAL OF MINUTES**

Commissioner Jarboe moved, seconded by Commissioner Morgan, to adopt the minutes of the meeting of Tuesday, May 24, 2011, as presented. Motion carried 5-0.

**COUNTY ADMINISTRATOR**

1. Draft Agendas for June 7 and June 14, 2011.
2. **Sheriff's Office** (*Erin Shoemaker, Financial Manager*)

*(Captain Michael Merican, Sheriff's Office)*

**Commissioner Morgan moved, seconded by Commissioner Morris, to authorize the Sheriff's Office to submit the grant application documents electronically for the FY2011 State Criminal Alien Assistance Program, US1268, from the U.S. Department of Justice in the amount of \$7,044 with the hard copy to be submitted for review at the award stage. Motion carried 5-0.**

*(Captain Daniel Alioto, Sheriff's Office)*

**Commissioner Morgan moved, seconded by Commissioner Morris, to authorize the Sheriff's Office to submit the grant application documents for the 2011 NADDI LE Grant in the amount of \$10,000 with a hard copy to be submitted for review at the award stage. Motion carried 5-0.**

*(Captain TerryBlack, Sheriff's Office)*

**Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the budget amendment reducing the Domestic Violence Unit Program, MD1129, revenue and expense accounts and increasing the Supplemental Reserve accounts in the amount of \$2,159 on behalf of the Sheriff's Office. Motion carried 5-0.**

**3. Department of Public Safety** *(Bob Kelly, Interim Director)*

**Commissioner Morris moved, seconded by Commissioner Jones, to approve and authorize Department Staff to execute the Interoperable Emergency Communications Grant Adjustment Notice, Project #US1069, to close out the Grant, and also approve and authorize Commissioner President Russell to execute the related budget amendment decreasing and closing the Project by \$97,043 and increasing the supplemental reserves. Motion carried 5-0.**

**4. Department of Public Works and Transportation** *(George Erichsen, Director)*

**Commissioner Morgan moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the budget amendment transferring funds in the amount of \$44,483 from the Critical Maintenance and Repair project to the Chancellor's Run Activity Center Repairs and Reconstruction project in order to complete the repair and reconstruction phases of the project, and realign the revenue sources through the FIN11 Capital Reserve. Motion carried 5-0.**

**5. Department of Finance** *(Elaine Kramer, CFO)*

**Commissioner Jarboe moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute (1) the budget amendment reducing the Public Safety FY2011 equipment budget by \$955,000 to the General Fund Paygo Account and to transfer and add it to the FIN11 Capital Reserve, and (2) the budget amendment reducing the Paygo budget authority in the FIN11 Capital Reserve, in the amount of \$3,192,775 for appropriation to the FY2012 Capital Budget. Motion carried 5-0.**

**Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the budget amendment transferring funds in the amount of \$96,324 of Unobligated Budget Authority from the FIN11 Capital Reserve to fund Furniture and Equipment in the Chancellor's Run Rebuild Capital Project PF1008. Motion carried 5-0.**

*(George Erichsen, Director, Dept. Public Works and Transportation)*

**Commissioner Jones moved, seconded by Commissioner Morris, to authorize the Procurement Officer to award the contract for the FY2011 asphalt overlay program in the amount of \$2,488,195 to Great Mills Trading Post Co., Inc. subject to receipt of the appropriate contract related documents. Motion carried 5-0.**

## **APPROVE FINAL FISCAL YEAR 2012 ST. MARY'S COUNTY BUDGET AND SET TAX RATES**

**Present:** Elaine Kramer, Chief Financial Officer, Dept. of Finance  
Jeannett Cudmore, Deputy Director, Dept. of Finance

The final budget package for fiscal year beginning July 1, 2011 and ending June 30, 2012, was presented and summarized by Ms. Kramer.

There is no change in tax rates for this year. Twenty-one county positions were eliminated. There is no merit or COLA increase for County employees; however, full time personnel will receive a one time only stipend of \$500 and regular part time employees will receive \$250. Employees will pay a higher co-pay to alleviate higher health care costs to the County. There was an increase in the amount of funding to the Health Department to offset cuts from the state; an increase in Public Safety and Technology for the NexGen Emergency Communication System; an increase in school board funding; and an increase in the County's share for the College of Southern Maryland's Wellness Center. Until it is determined what the State is going to impose on the County, the County's reserve fund balance will stay intact. The County will be operating at FY1999 levels in FY2012.

**Commissioner Jones moved, seconded by Commissioner Morris, to approve and execute the Revenue Ordinance for FY2012, which sets the tax rates. Motion carried 4-1. Commissioner Jarboe voted nay.**

**Commissioner Morgan moved, seconded by Commissioner Jones, to approve and execute the Appropriations Ordinance for FY 2012, which identifies the appropriations. Motion carried 4-1. Commissioner Jarboe voted nay.**

**Commissioner Morgan moved, seconded by Commissioner Jones, to approve the FY 2012 budget, as set forth in the schedules and documents included in the submission, and execute the budget "signature page" evidencing our approval of the itemized budget. Motion carried 4-1. Commissioner Jarboe voted nay.**

**OFFICE OF THE COUNTY ATTORNEY: NOTICE OF PROPOSED PURCHASE OF REAL PROPERTY IN CONNECTION WITH THE EXPANSION OF THE ST. MARY'S COUNTY AIRPORT: (1) 0.8565 ACRES OF LAND BEING PART OF THAT PROPERTY KNOWN AS 23451 COTTONWOOD PARKWAY, CALIFORNIA, MD; AND (2) 0.1466 ACRES OF LAND BEING PART OF THAT PROPERTY KNOWN AS 23595 LAWRENCE HAYDEN RD., HOLLYWOOD, MD**

**Present:** George Sparling, County Attorney

On March 1, 2011, the Commissioners authorized contracts of sale to acquire property from Windward Land Development LLC and Great Mills V, LLC, for the purpose of Airport Road and Lawrence Hayden Road relocation in support of the approved Airport Master Plan. On May 24, 2011, the Board accepted a grant from the Federal Aviation authority for reimbursement of the purchase price for the acquisitions. Notice of intent to acquire real property has been posted completing all legal requirements prior to the closing on June 1, 2011.

**Commissioner Jones moved, seconded by Commissioner Morgan, to authorize Commissioner President Russell to execute all documents required for the acquisitions from Windward Land Development LLC of the real property containing 0.1466 acres of land (being part of that property known as 23595 Lawrence Hayden Road) for \$9,700.00 and from Great Mills V, LLC, of the real property containing 0.8565 acres of land (being part of that property known as 23451 Cottonwood Parkway) for \$74,650.00, in connection with expansion of the St. Mary's County Airport, and that the Department of Finance disburse funds representing the balances due to the sellers. Motion carried 5-0.**

**COMMISSIONER'S TIME**

The Commissioners highlighted events attended over the past week.

**ADJOURN**

Commissioners meeting adjourned at approximately 10:35 am.

Minutes Approved by the Board of County Commissioners on \_\_\_\_\_

\_\_\_\_\_  
Sharon Ferris, Senior Administrative Coordinator (Recorder)