

ST. MARY'S COUNTY

BOARD OF COUNTY COMMISSIONERS' MEETING

Governmental Center

Tuesday, September 2, 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, County Administrator

Eleanor Abell, Administrative Assistant to BOCC (Recorder)

CALL TO ORDER

The meeting was called to order at 9:08 a.m.

APPROVAL OF CHECK REGISTER

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

APPROVAL OF MINUTES

Commissioner Dement moved, seconded by Commissioner Mattingly, to approve the minutes of the Commissioners' meeting of Tuesday, August 26, 2003, as corrected. Motion carried.

OFFICE ON AGING DEPARTMENT MONTHLY UPDATE

The following highlights were discussed with during the monthly update with Gene Carter:

- Northern Senior Center update on the Silvery Astor and Mosquito Fern study.
- New Life Program "Learning is Forever" programs beginning for the second round.
- Cooking courses to be offered.
- Tickets are available to redeem \$15 worth of Farmer's Market produce.
- Al Saunders is retiring at the end of October and Melissa Jetmore is leaving.
- Medicaid Waiver and supporting health care services: Maryland State Legislature would not release 500 slots to be covered by the waiver. It is now frozen and no more new clients can be added this year for Medicaid waivers under the Office on Aging.
- New Strength Training Grant update from the Attorney General's Office.
- Discussion of assisted living services being very few in the county.

- Alzheimer's Disease and Dementia: Concerns regarding the need to provide home and community based services for the elderly people as an alternative to home care. Supporting grant program will be de-emphasizing meal programs and picking up support in other areas.

Gene Carter and John Norris were asked by the Commissioners to look at the parcel of property at the Northern Senior Center as an assisted living site for long-term low-cost housing similar to Victory Housing.

- OOA's goal is to have seniors stay in their homes as long as possible. OOA is training caregivers to provide care to individual family members with formal training certifications. Once these individuals are trained, they can be reimbursed by the National Family Caregivers Program.
- Speed on highways and traffic is a concern Mr. Carter is hearing from citizens. Once a driver surrenders their privilege, it immobilizes and isolates them and they become dependent upon others for transportation.
- Adult Daycare Program: Commissioner Raley asked if this program has made progress in reducing the operating problems. Mr. Carter indicated he looked at the deficit for the upcoming year and has made some strides in reducing the deficit. He has identified some areas for cost reduction in the program and indicated cost escalators for salaries strip revenue payments for medical assistance programs. He plans on replacing permanent full time employees with part-time employees to reduce monies.
- Nutritional Meals on Wheels Program: All citizens who have requested service in St. Mary's County are being served meals.

OFFICE OF COMMUNITY SERVICES DEPARTMENT MONTHLY UPDATE

The following highlights were discussed with during the monthly update with Cynthia Brown:

- Successfully completed the 2003 SOSAR program and are compiling grant reports. Looking for sites and donors for next years' program.
- A multimedia motivational presentation is being planned for late September, early October consisting of an anti-drug & alcohol video presentation for children to assist in making life choices.
- The Three new staff members in OCS are doing an excellent job.
- Georgia Kaspar, Senior Office Specialist, moved to the Sheriff's Department creating a vacancy.
- The Annual Food Drive is scheduled for October 10th and 11th. OCS working with the naval base to discuss diversity in County Government and programs in the community they can participate in.
- Highway safety recognition program September 5, 2003, at the Church of Christ.
- Citizen's Advisory Board is getting ready for a new year.
- Commissioner Jarboe indicated the Commission for Women has vacancies at this time.

Commissioner Raley asked for information regarding the SOSAR Camps held this year. Cynthia Brown was instructed to prepare a memorandum to the BOCC as to the number of children served, number of junior camp counselors who were provided employment opportunities, balance sheet for income, the problems experienced, and what solutions there are for next year.

EMERGENCY MANAGEMENT AGENCY MONTHLY UPDATE

The following highlights were discussed during the monthly update with Phil Cooper:

ODP – Homeland Security Grants Open

- FFY 02 - Awaiting delivery of three Biological Detectors (\$21,500).
- FFY 03, Phase I - Equipment has been placed in the Procurement Process (\$67,000).
- EMPG Supplemental \$23,000. Most of the equipment has been procured for use in Emergency Management operations.
- Emergency Planner Position - The closing of the Supplemental Budget hearing is set for next Tuesday, September 9, 2003 after which advertisement and processing will begin to fill the position. This is a coordinator for emergency planning and regional coordination.
- FFY 03, Phase II - A meeting with the LEPC to determine the additional equipment needs is being scheduled to use the first round of grant funds. \$80,000. The second round of \$80,000 will be authorized upon conclusion of the updated Assessment and Strategic Plan from 2002.
- Coordination with St. Mary's County Fireboard Association Hazardous Materials Team and the St. Mary's County Sheriff's Office to develop a response plan to "All Disaster Events" using the vehicles, trailers and equipment provided by ODP. This includes EMA providing administrative coordination of records, equipment inventory and training levels for the first responders. The first responders are Volunteer Firemen, Volunteer Rescue Squad Members and Sheriff's Office Special Teams.

Emergency Alerting and Notification

- Research and development of a plan including necessary funding sources for developing and implementing special disaster event notification to all citizens in St. Mary's County. This means using Sirens at each fire station, Calvert Cliff's Nuclear Power Plant sirens, Emergency Alert System (FM Radio Broadcast), NOAA Radio System, GMP Gable Co Service and National Television. This coordination will include the St. Mary's County PIO.

CALVEX 2003.

- Training and review of procedures are continuing as plans for the CALVEX 2003 event are scheduled for October 21, 2003. A dress rehearsal is set for Tuesday, September 9, 2003 at the ECC. There will be out of sequence events held on September 24th and 25th for St. Mary's County. Good participation is anticipated from all St. Mary's County Departments, allied State and Federal Agencies in the planning and operation of the event.

Emergency Preparedness Plans

- EMA has been working with several businesses and nursing centers in St. Mary's County to update their emergency preparedness plans. Some are St. Mary's College of Maryland, Charlotte Hall Veteran's Center, St. Mary's County Health Department and our own EOP annex's for terrorism and animal sheltering.
- FFY 2004 Cooperative Agreement is being reviewed and processed for goals of EMA for the next year.

EMERGENCY COMMUNICATIONS

- Radio Frequency Technician Dale Powers retired effective August 31, 2003. Coordination with Human Resources is in process to fill the vacancy from a current list of eligible candidates.
- We currently have two Communications Specialist vacancies due to resignations and retirements. Testing and processing is underway to fill the full time and part time voids.
- The radio system is working good and we are coordinating with the Regional Grant Steering Committee to fund the mutual aid component of the 800 MHz System and the radio page alerting system for the Western Side of St. Mary's County.
- Coordination with the planners at Dept of Land Use and Growth Management continues with regard to the towers being planned for St. Mary's County Wireless Carriers Services.
- Wireless Phase I is completed except for one carrier.
- Wireless Phase II was requested from all carriers in June 2003 and process to begin testing of several carriers are underway.

COUNTY ADMINISTRATOR TIME

1. Draft Agendas:

September 9th and September 16th, 2003 were approved.

2. Commissioner Mattingly moved, seconded by Commissioner Dement, to adopt a Resolution reappointing the SMC Health Department as the Local Lead Agency for the St. Mary's Infants and Toddlers Program. Motion carried.

3. Commissioner Jarboe moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner President to sign the Community Legacy Grant Application for 1) Lexington Park Homeownership Project and Pathways to Schools Street Lighting Projects (\$500,000-State/Housing Pass Through-\$110,016 State/Lexington Park Plan); 2) to sign a Resolution of Support for the County's Community Legacy Application; and 3) to sign a Support Letter for the Town of Leonardtown's Community Legacy Application. Motion carried.

4. a. Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to sign the Public Works Agreement for Helen's Retreat Subdivision, Section 1. Motion carried.

b. Commissioner Raley moved, seconded by Commissioner Dement to approve and authorize Commissioner President to sign the Public Works Agreement Addendum for Hickory Hills PUD Subdivision, Phases 3A & 3B. Motion carried.

c. Commissioner Raley moved, seconded by Commissioner Dement to approve and authorize Commissioner President to sign the Public Works Agreement Addendum for Hickory Hills PUD Subdivision, Phase 3C. Motion carried.

- d. Commissioner Raley moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to sign the Public Works Agreement Addendum for Hickory Hills PUD Subdivision, Phase 3D. Motion carried.
- e. Commissioner Raley moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to sign the Public Works Agreement Addendum for Cedar Cove (Swash Bay) Subdivision, Section 5. Motion carried.
- f. Commissioner Raley moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to sign the Public Works Agreement Addendum for Woodmark Subdivision, Section 4. Motion carried.
- g. Commissioner Raley moved, seconded by Commissioner Dement to approve and authorize Commissioner President to sign the Public Works Agreement Addendum for Valley Wood Estates Subdivision, Phase 4. Motion carried.

COUNTY COMMISSIONER TIME

Jarboe

- Gave a brief commentary on moving the Ten Commandments to St. Mary's County to St. Mary's City Chapel. Citizens must remember that the Commissioners support religious tolerance.

Raley

- It was a good Labor Day weekend. He worked the entire time.

Dement

- Attended Francis Nelson's retirement.
- Attended the grand opening of Nicolet Park Skate Board Park.
- Attended the Mt. Zion Farm Festival.

Mattingly

Asked for an update on the Water Policy Funding Study/Aquifer Study with all three counties.

McKay

- Congratulations to the Mt. Zion Church on the Farm Festival.
- Critical Area Commission meeting scheduled for September 9th. He saw no concerns with the agenda items impacting St. Mary's County. Some items of interest are: The Sub Committee will be discussing Chesapeake Beach trail in Calvert County because it is in the critical area; the Lewis case in Worcester County wherein the Court ruled the property owner could stay after illegally building beach cottages in the Critical Area.
- The Transportation Plan is a concern and suggested development of a Transportation Task Force with 7-9 members to be brought before the Commissioners for approval.

HISTORIC PRESERVATION COMMISSION ANNUAL REPORT &

BRIEFING ON HISTORIC PRESERVATION GUIDELINES

Teri Wilson, Historic Preservation Planner, presented the 2002 Annual Report of the Historic Preservation Commission.

- A discussion of how property is identified as a historical preservation site took place and the process of registering a property. This consists of a visit to the property by an architectural historian with the property owner; document it by making a description of the property; keeping a record in the County's planning office, and recording it with the Maryland Historical Trust on the Maryland Register of Historical Sites. This is merely a recordation of a property and it causes no restrictive limitations to be placed on it.
- A discussion of the process to demolish a historical preservation site took place. For older structures, the property owner would obtain a demolition permit and a preservation representative would record the property again. For properties older than 50 years, experts can come out and remove some fabric of the building for examination purposes.
- The major goal is to balance the growth St. Mary's County is experiencing against the effort to preserve historic property. Scenic highways are designated as historical and have to be considered as actual landscapes.
- Commissioner Raley mentioned that a draft of the update to the Zoning Ordinance called for the Planning Commission, Planning Commission staff members, or the BOCC could initiate the process of placing a property on the Historic District. That draft was changed to where it is today that the individual property owners, when talking about a district, two-thirds of the property owners have to initiate the process. He indicated being proud of the language and process detailed in the report.
- Commissioner Raley mentioned the book entitled "Goin' Down the County" and asked about the future revenue of the publication. The historical Society is to distribute the book and the County is to receive some proceeds of sale. Teri Wilson respond back to the BOCC with the answer.
- Ms. Wilson has developed a slide program for schools in April, 2002. She is working with the SMCPs to incorporate this program into the history curriculum as well as high school advanced placement courses. Information is also available on line for use.
- Commissioner Jarboe asked if there was a list of builders who specialize in renovation of historical buildings and properties and Ms. Wilson indicated she had a limited list, but could people could obtain more information from the Maryland Historic Trust.
- Tax credit information was discussed relative to restoration and new construction of properties.

The Historic Preservation Guidelines for St. Mary's County were distributed. The draft document will be available for examination only in the county libraries and the Department of Land Use and Growth Management.

Terry Wilson requested a public hearing for the Historic Preservation Commission Guidelines for St. Mary's County for public input. **Commissioner Dement moved, seconded by**

Commissioner Mattingly, to have the Department of Land Use and Growth Management and the Historic Preservation Commission hold a public hearing with the Board of County Commissioners on Tuesday, October 14, 2003. Motion carried.

The meeting adjourned at 11:53 p.m. The meeting reconvened at 1:30 p.m. with a tour of the Metropolitan Commission, former Lexington Park Library, and old Carver Elementary School.

Minutes Approved by the

Board of County Commissioners on _____

Donna Gebicke, Administrative Assistant

to the Board of County Commissioners