

BOARD OF COUNTY COMMISSIONERS' MEETING

March 17-18, 1976

Wednesday, March 17, 1976

Present: Commissioner James M. McKay, President
Commissioner Ford L. Dean
Commissioner J. Patrick Jarboe
Commissioner Larry Millison
Commissioner John K. Parlett
Edward V. Cox, County Administrator
Judith A. Mullins, Recording Secretary

The meeting came to order at 9:15 a.m.

READING AND APPROVAL OF MINUTES

The minutes of March 10-11, 1976 were read and corrected. Commissioner Jarboe made a motion to approve the minutes as corrected, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

ENCUMBRANCE VOUCHERS

Present: Harris Sterling, Director of Finance

Mr. Sterling presented the encumbrance vouchers for the Commissioners' review and approval. Commissioner Jarboe made a motion to approve the bills as presented, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

REMOVAL OF LIABILITY CLAUSE

Present: Harris Sterling, Director of Finance

Commissioner Jarboe made a motion to remove the 15% participation clause in connection with personal injury liability from the County's insurance policy as per the recommendation of the Insurance Buyer's Council, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

SIGN FOR LEONARD HALL

Present: Paul Raley, Director, Purchasing and Logistics

The Commissioners authorized Mr. Raley to proceed to have a 4' x 8' sign, with ten inch letters, made for the Leonard Hall building complex, said sign to read "St. Mary's County Governmental Offices."

ESTATE TAX REFORM BILL

The County Administrator presented for the Commissioners' signatures letters addressed to President Ford, Speaker Carl Albert, Congressman Bauman and Congressman Ullman urging the passage and adoption of HR 1793 Estate Tax Reform Bill.

HURST TOOL FOR EMERGENCY VEHICLES

By way of correspondence dated March 10, 1976, Mr. Wood, Director, Civil Defense, requested authorization for the purchase of a Hurst Tool for the Civil Defense emergency vehicles. Emergency Medical Service will be able to provide 50% of the total cost of \$5,000. No funds are available in the current Civil Defense budget. Commissioner Jarboe made a motion to authorize Mr. Wood to proceed with the purchase, funding to be worked out with the Budget Officer, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

PORTABLE COMMUNICATIONS FOR COUNTY JAIL SECURITY

The County Administrator presented the Grant Application for the above-referenced project for the Sheriff's Department; total cost of project - \$2745.00, county's share - \$178.43.

The County Administrator recommended that the Commissioners approve this grant application. Commissioner Parlett made a motion to authorize Commissioner President McKay to sign the Grant Application, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

ROAD RESOLUTION - R-76 -1, 2, 4 and 6

The County Engineer's Office submitted the following Road Resolutions for the Commissioners' review and approval.

R-76-1 - designating certain streets in the Patuxent Knolls Subdivision as stop streets;

R-76-2 - placing a STOP sign on the Morganza-Laurel Grove Road and designating same as a stop street at its intersection with the Morganza-Turner Road;

R-76-4 - designation in Greenview Knolls Subdivision, Church Drive and Colmar Lane as Stop Streets and Military Lane and Belvoir Road as Thru Streets;

R-76-6 - posting a 25 mile per hour speed limit sign at Hancock Drive and Hill Street in the Shady Dale Subdivision.

Commissioner Dean made a motion to approve the above Road Resolutions, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

ROAD RESOLUTION

At the present time Road Resolutions are maintained in the County Engineer's Office and therefore, the County Administrator recommended that as of January 1, 1977, that all Resolutions, including Road Resolutions be considered as County Commissioner Resolutions, recorded and maintained in the Commissioner's Office. The County Attorney and County Engineer have concurred with this recommendation. Commissioner Dean made a motion to accept the County Administrator's recommendation, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

LETTER FROM HEW

Correspondence dated March 5, 1976 was received from the Department of Health, Education and Welfare pertaining to the governing body of the proposed health systems agency (HSA). The Commissioners requested Mr. Cox, County Administrator, to determine if the letter from HEW is response to the Commissioners letter to Mr. Matthews, Secretary of Department of Health, Education and Welfare.

FEDERAL HIGHWAY RECLASSIFICATION

The County Engineer's Office submitted a draft of a letter to the State Highway Administration pertaining to the Federal Highway System Reclassification and recommending certain roads to be included into Federal Highway Secondary System (Hermanville Road, Trapp Road, Indian Bridge Road, Md. State Rt. 236, Md. State Rt. 6 and Md. State Rte. 247).

Commissioner Jarboe made a motion to authorize Commissioner McKay to sign said letter, after it is put in final form and that Chancellors Run Road, and Md. State Rt. 245 be designated as primary in the list, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

SOIL CONSERVATION SUPERVISORS

Commissioner Dean made a motion to reappoint Mr. Len T. Bowles to the Soil Conservation Supervisors, for a term to expire March 30, 1980, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

JOHNSONGRASS COMMITTEE

Commissioner Dean made a motion to appoint the following individuals to the Johnsongrass Committee for terms to expire June 30, 1980:

R. Johns Dixon
Vernon Saunders
Franklin Hewitt
Aloysius Raley
Douglas T. Bowles
John Ralph Abel
James R. Owens
Tommy Bradburn

Commissioner Jarboe seconded the motion. All Commissioners voted in favor.

ELECTRONIC CASH REGISTER FOR TREASURER'S OFFICE

Correspondence was received from the Treasurer's Office requesting authorization to begin necessary steps for the acquisition of an electronic cash register. The Commissioners requested that a cost analysis be obtained and recommendations presented to the Commissioners for action.

HOUSING ASSISTANCE PLAN

Correspondence was received from the Department of Economic Community Development advising that there will be a two-day seminar on the Housing Assistance Plan on March 24 and 25. The County Administrator is to request Mr. Donald Curtis, Housing Coordinator, and Mr. Terry Raidgan of Community Development Assistance Group to attend this seminar.

SCHEDULE OF BUDGET MEETING WITH COUNTY DEPARTMENTS

Present: Joe O'Dell, Budget Officer

Mr. O' Dell recommended that the budget meetings with the various county departments be as follows:

- April 1 - 8:30-4:30 - Department Budget Meetings
- April 8 - " " " " "
- April 15 - Department Budget Meetings until concluded and remainder of day for planning on acting on the various department requests.
- April 22 - 12:30-4:30 - Firm up budget document
- April 28 - Present budget document to Commissioners for review.
- April 29 - Signing of budget document by Commissioners

In addition, Mr. O'Dell stated the public hearings for the budget have been changed to May 19 at Great Mills and May 20 at Chopticon.

The Commissioners gave their concurrence to this schedule.

PROCLAMATION NO. 76-12
CANCER CRUSADE

Present: Kennedy Abell
Jack Aud
Richard Quade

The Commissioners presented the above-referenced Proclamation proclaiming that all residents of St. Mary's County are urged to support the educational and fund raising efforts of the American Cancer Society volunteers from April 1 to April 15.

PROCLAMATION NO. 75-10
MARYLAND DAY

Present: Marvin Joy
Fred McCoy
Sister from St. Mary's Academy

The Commissioners presented the above-referenced Proclamation proclaiming March 25, 1976 as Maryland Day.

PRESS CONFERENCE

Present: Jack Kershaw, Enterprise
Richard Polk, " Randy Buehler, Beacon
Dick Myers, WKIK Glen Cunningham, WPTX
Patty Muchow, Guardian
David Chaffee, "

The regular semi-monthly Press Conference was held at this time. A tape of the Conference is on file in the Commissioners' Office.

LEGISLATIVE PACKAGE FOR 1976

At this time the Commissioners took formal action on those legislative items not acted on last week as follows:

HB 952 - Sheriff's Department/ Merit System - Commissioner Jarboe made a motion to endorse bill as amended, seconded by Commissioner Dean. Four Commissioners voted in favor of this motion with Commissioner Millison voting against stating that this bill should be put on referendum. Claude Jarboe, Ed Curley and Paul Balta, representing the Taxpayer's Association, expressed the opinion that this bill should be put on referendum.

HB 958 - OPEN MEETINGS - Commissioner Dean made a motion to support HB 958 as amended, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

HB 2005 - Regulatory Authority - Roads - Commissioner Dean made a motion to endorse HB 2005 with amendments, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

HB 2166 - LOANS TO VOLUNTEER FIRE COMPANIES - Commissioner Dean made a motion to endorse H. B. 2166, as amended, seconded by Commissioner Parlett. Four Commissioners voted in favor of this motion with Commissioner McKay abstaining.

(A list of all amendments to the above bills are on file in the Commissioners' Office.)

PORT-A-MOBILE UNIT FOR SHERIFF'S DEPARTMENT

By way of correspondence dated March 17, Mr. Wood, Director, Civil Defense, requested approval of a radio license for Sheriff's Department so that a porta-mobile unit can be operated as a base transmitter in the Lexington Park Sheriff's Office. The Commissioners directed the County Administrator to contact the Sheriff and Mr. Wood in order to better explain this request.

EASTER SEAL TREATMENT CENTER AT HUGHESVILLE

The Commissioners agreed to sign and forward letter to Mr. Bruce Eberwein of the Maryland Society for Crippled Children and Adults expressing concern over the closing of the Easter Seal Treatment Center at Hughesville and requesting certain information in order to try to alleviate the problem.

CASH MANAGEMENT INVESTMENT PROGRAM

Commissioner Dean suggested that the Commissioners follow up the recommendations as set forth in the Budget Officer's memorandum pertaining to the Cash Management Investment Program. It was agreed that the Commissioners would meet next week with Mr. O'Dell, Budget Officer, and with the Director of Finance on (1) cash flow projection/analysis and (2) organizational plan and administrative procedures; and with the Director of Purchasing and Logistics on the Procurement Manual.

SIGN AT COUNTY LINE

Commissioner Parlett brought to the Commissioners attention the fact the St. Mary's County sign at the county line is in poor condition and discussed the possibility of a new sign on the median strip just north of the County line that would say "Welcome to St. Mary's County" on one side and "Thank You For Visiting St. Mary's County" on the other side. The County Administrator was requested to request

the County Engineer to contact State Highway Administration in order to get permission to putting up a county sign on the median strip.

NAVAL AIR TEST AND EVALUATION MUSEUM

Present: Joe O'Dell, Budget Officer

With regard to the request by the Naval Air Test and Evaluation Museum Association, Commissioner Jarboe made a motion to appropriate \$5,000 for this fiscal year to the Museum contingent upon reasonable assurance that the Association will have a building that will have access from outside the Naval Air Station, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion. Funding for FY'77 will be handled through the normal budget process.

UPDATE OF COMPREHENSIVE WATER AND SEWER PLAN

Commissioner Jarboe made a motion to accept recommendations set forth in the memorandum of the Office of Land Use and Development dated March 10, 1976 pertaining to the update of the Comprehensive Water and Sewer Plan, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

CHANGE IN WATER CATEGORY - JOSEPH S. MATTINGLY

Present: Richard Platt, Director, Land Use and Development
Walter Raum, Director, Environmental Hygiene

A public hearing was held March 5, 1976 for a change in the Comprehensive Water and Sewer Plan for Joseph Mattingly for Section I and II of the Airport Industrial Park from W-4 to W-2.

Commissioner Dean made a motion to grant the request for change of category from W-4 to W-2 for the Airport Industrial, Section I and II, as recommended by the Metropolitan Commission, Land Use and Development, and the Health Department, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

UPDATE OF ZONING ORDINANCE

Present: Richard Platt, Director, Land Use and Development

Mr. Platt stated that 20 copies of the proposed changes to the Zoning Ordinance are available and he would contact the newspapers to determine if they would print these changes in the paper.

(The Commissioners recessed the meeting and reconvened in District Court Room in order to conduct the following public hearing.)

PUBLIC HEARINGS
ST. MARY'S COUNTY ROAD ORDINANCE AND
SPECIFICATIONS AND STANDARDS FOR
HIGHWAY AND STREET CONSTRUCTION

Present: John Norris, County Engineer
Glenn Gass, County Engineer's Office
Bert Lesser, Engineer in County Engineer's Office
Richard Platt, Director, Land Use and Development
Joe Garner, Zoning Technician
Kenneth Kipp, County Planner
Joseph Ernest Bell, County Attorney
(Developers, contractors, Engineers and interested citizens)

The public hearing came to order at 4:00 p.m.

The secretary read the Notice of Public Hearing. The County Engineer explained the purpose of the Public Hearing and of the documents "St. Mary's County Road Ordinance" and "Specifications and Standards for Highway and Street Construction". Mr. Norris gave a slide presentation exemplifying problems and solutions pertaining to roads in St. Mary's County.

After reviewing the documents with those present, Mr. Norris responded to various questions from the audience.

Ben Burroughs stated that since copies of these documents were not available, some consideration should be given to recess this hearing until everyone could have time to consult with their engineers and attorneys on the documents. Mr. Norris was of the opinion that the documents had been discussed since 1974 in conjunction with the developers, contractors and engineers of the County. It was agreed that since the hearing would be held open for at least ten days the hearing would not be recessed. If anyone present had any questions or comments, the County Commissioners' Office could be contacted to set up a meeting to discuss them, or the comments could be put in writing for the Commissioners' review.

The Public Hearing was closed at 5:32. A tape of the Hearing is on file in the Commissioners' Office.

Thursday, March 18, 1976

Present: Commissioner James M. McKay, President
Commissioner Ford L. Dean
Commissioner J. Patrick Jarboe
Commissioner Larry Millison
Commissioner John K. Parlett
Edward V. Cox, County Administrator
Judith A. Mullins, Recording Secretary

The meeting reconvened at 9:15 a.m.

CHAPTICO-MECHANICSVILLE ROAD - RIGHT-OF-WAY

Present: Mr. and Mrs. Marvin C. Wood
John Norris, County Engineer
Jay McGrath

Commissioner McKay explained to the Woods the County's inability to proceed with the construction of Chaptico-Mechanicsville Road because of the County has not obtained from two property owners the right to enter their property, one of the owners being the Woods.

Mr. Norris explained that an approximate 18 inches wide strip along the front of the lot is needed from the Woods either by deed or easement in order to have a 40 foot right-of-way for the road.

Mr. Wood expressed concern about not being able to build on this property at the present time as it was less than half an acre because of the regulations within the Zoning Ordinance. He further stated that he did not wish to lose the right to do what he wanted on his land.

After discussion Mr. Wood stated he would allow the County to go onto his property without easement or deed with just a slight effect to his property.

The Commissioners agreed to give this matter further consideration.

AIRPORT MASTER PLAN

Present: Goerge Sullivan, Chairman, Airport Committee
Elliott Burch, Sr., Airport Committee

Mr. Sullivan and Mr. Burch appeared before the Commissioners to request the Commissioners' consideration in accepting the proposal from Bourne, Gibson and Shamma to do the Master Plan for the County Airport. The proposal is in the amount of \$24,000, the County share being 1/6.

Commissioner Jarboe made a motion to accept the Airport Committee's recommendation and approve the grant request

and to award the proposal to Bourne, Gibson, and Shamma to do the Airport Master Plan, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

EXECUTIVE SESSION

Present: Joseph Ernest Bell, II, County Attorney
John Norris, County Engineer

Commissioner Dean made a motion to meet in Executive Session with the above persons in order to discuss matters of litigation, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

The Commissioners met in Executive Session from 10:05 to 10:50 a.m.

RELEASE AGREEMENT - RILEY BROTHERS

Present: Joseph Ernest Bell, II, County Attorney
John Norris, County Engineer

The County Attorney presented a Release Agreement between the County and Riley Brothers that acknowledges receipt by the County of the entire \$55,000 settlement and in exchange for this amount, Riley Brothers are released from further obligation for construction of certain roads and streets within Spring Valley Subdivision as delineated in red on a plat of said subdivision. Said plat is maintained in the Office of County Engineer.

Commissioner Dean made a motion to execute said Release Agreement absolving Riley Brothers, Inc. from any further claims in the Spring Valley Subdivision, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

PAYMENT OF CONTRACTS

Present: Joe O' Dell, Budget Officer
Harris Sterling, Director of Finance

In discussing the method of payment for various contracts in the County, the Commissioners agreed that there is a need to establish a policy that all Department heads would have a maximum five days to process an acceptable invoice for work completed, or services or materials rendered to the County. This would not involve processing invoices or contractual agreements whereby the work or service or material was not formally approved by the Department Head.

The Commissioners agreed that the Budget Officer and County Administrator should draft a letter addressed to all department heads setting forth the above and including the setting up a draw schedule for payment of contracts.

(Commissioner Millison left the meeting - 11:15 a.m.)

PERSONNEL MANUAL

Present: Nace Fresco, Personnel Officer

The Personnel Officer reviewed Chapter X (Discipline), XI (Performance Evaluation) and XII (Grievance Procedures) with the Board of Commissioners. The Personnel Officer will now distribute copies of the Manual to Department Heads and then to county employees, after which time a meeting will be held with the Commissioners and employees to discuss the Manual.

With reference to county employees serving on Jury Duty, Commissioner Dean made a motion that the Commissioners adopt a policy whereby county employees called for Jury Duty will receive leave and their regular per diem pay, but not receive jury pay, effective immediately. If an employee takes annual leave to serve on jury duty, he receives jury pay in addition to per diem pay. Commissioner Jarboe seconded the motion. All Commissioners present voted in favor of this motion.

(Commissioner Millison returned to the meeting 11:45 a.m.)

EMERGENCY REPAIRS - VALLEY ROAD

Present: John Norris, County Engineer

Because of concerns expressed by Captain Laney, Commanding Officer, NAS, and by residents of the area, the County Engineer recommended that the Commissioners authorize emergency repairs to Valley Road. Commissioner Jarboe made a motion to accept the County Engineer's recommendation, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

CONTRACT WITH ARCHITECT FOR LEONARD HALL COMPLEX

Present: John Norris, County Engineer

With regard to the Commissioners' decision at last week's meeting to accept the firm of Mosley-Hening Associates to do the Master Plan for government office complex at Leonard Hall, the County Engineer submitted the contract between Mosley-Hening Associates and the County for the Commissioners' approval. Commissioner Jarboe made a motion to authorize Commissioner President McKay to sign said contract, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

CONTRACT WITH CHRIS HANSEN

Present: John Norris, County Engineer

The County Engineer presented the contract between Chris Hansen and the County hiring Mr. Hansen as the County Coordinator for the

renovation project at the Leonard Hall government office complex at the rate of \$15 per hour on an "as needed" basis, said contract being in accordance with the Commissioners' decision at last week's meeting to accept the recommendations of the Building Committee as set forth in their memorandum of March 8, 1976.

Commissioner Jarboe made a motion to authorize Commissioner President McKay to sign said contract, seconded by Commissioner Parlett. Four Commissioners voted in favor of this motion with Commissioner Millison voting against.

GOLDEN BEACH ROADS

Present: John Norris, County Engineer

The County received authority this week to do emergency repairs on streets and roads in the Golden Beach Subdivision not in the County Highway Maintenance System. The streets had previously been identified by past requests of the property owners in that area. The County Engineer indicated that the State Highway Administration would not perform the emergency repairs on these streets as they were not in the County Highway Maintenance System.

The Commissioners, therefore, authorized the County Engineer to proceed to have the work performed by either force account or contract whichever he deemed appropriate. The funds to cover the cost had been authorized by the Board of County Commissioners as per minutes of 12-18-75 in the amount not to exceed \$1500.

SPACE FOR DEVELOPMENT OF PLANS FOR LEONARD HALL COMPLEX

Present: John Norris, County Engineer

The County Engineer requested that the office area adjacent to the Economic Development Commission Office in Building No. 1, Leonard Hall, be made available for development of plans for the Leonard Hall complex for approximately three months. The Commissioners gave their concurrence.

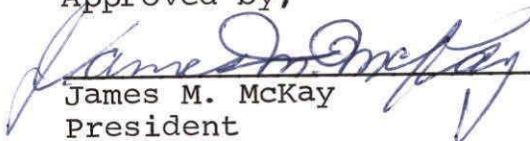
CHAPTICO - MECHANICSVILLE ROAD

Present: Mrs. Harold Countiss
Mrs. William Countiss

The Commissioners inquired of Mrs. Harold Countiss if she would be willing to cooperate with the County in the reconstruction of Chaptico-Mechanicsville Road by granting a deed of easement. Mrs. Countiss responded that she would but that her four children would have to be consulted. The Commissioners then directed the County Administrator to contact Mrs. Countiss' children and arrange a meeting with the County Commissioners to discuss a resolution of the matter.

The meeting adjourned at 12:15 p. m.

Approved by,


James M. McKay
President

