

BOARD OF COUNTY COMMISSIONERS' MEETING

Wednesday, March 24, 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 9:10 a. m.

READING AND APPROVAL OF MINUTES

The minutes of March 17-18, 1976 were read and corrected. Commissioner Dean made a motion to approve the minutes as corrected, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

EXECUTIVE SESSION

Present: Joseph Ernest Bell, II, County Attorney

The Commissioners unanimously agreed to meet in Executive Session in order to discuss matters of litigation.

The Commissioners met in Executive Session from 9:35 a. m. to 10:15 a. m.

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 submitted, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

MARYLAND DAY TOURISM GRANT

The County Administrator advised that the application for the Maryland Day Tourism Grant was approved by the Department of Economic and Community Development and therefore presented a letter of acceptance of the grant to be forwarded to Mr. John Nelson, Division of Tourism. Commissioner Dean made a motion to authorize Commissioner President McKay to sign said letter, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

ASPHALT OVERLAY PROJECT

The County Engineer's Office submitted a contract with Dean Construction Company for the Asphalt Overlay Project for

the following roads: Shangri-La Drive, Coral Place, Tulagi Place, Essex Drive and Williams Drive.

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 Dean abstaining.

REQUEST FOR ADMINISTRATIVE LEAVE

Mr. Otis Wood, Director, Civil Defense, forwarded a request for administrative leave in order to attend the annual state civil defense seminar in Pikesville March 31, April 1 and April 2.

John Baggett, Director, Recreation and Parks, forwarded a request for administrative leave in order to attend the 25th annual Maryland State Conference on Parks and Leisure Services April 21 through April 23.

Michael Humphries, County Archaeologist, requested administrative leave to attend a meeting of the members of the Chesapeake Bay Maritime Museum on April 9.

Commissioner Jarboe made a motion to approve the afore-mentioned requests for administrative leave, and that a letter be forwarded to the Board of Education recommending approval for administrative leave for Michael Humphries, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

LETTER TO COUNTY RESCUE SQUADS

The Commissioners agreed to sign and forward letters to the ambulance and rescue squads in the County pertaining to the dispensing and allocation of funds for the rescue squads.

NAMING AND SIGNING OF STREETS IN GOLDEN BEACH

Correspondence was received from Golden Beach Citizens Association with regard to the naming and signing of the streets in Golden Beach. The County will have to make a determination as to whether this would be the County's or Postal Service's responsibility.

The Commissioners requested the County Administrator to draft a letter to the Post Office setting forth the Association's request and that the County is in concurrence with this idea.

LETTER FROM POTOMAC RIVER ASSOCIATION
LIQUIFIED NATURAL GAS PLANT

Correspondence was received from the Potomac River Association requesting a meeting of the Commissioners, and officials of Transco and appropriate State and Federal officials and with the citizens of the County with regard to the proposed liquified natural gas plant.

Commissioner Jarboe will draft a letter for the Commissioners' review in response to the Association's letter.

PATUXENT RIVER BRIDGE ACCESS ROAD

Correspondence was received from the Patuxent Beach Community Association pertaining to the status of the Patuxent River Bridge access road, requesting improvement of Patuxent Beach Road while the new access road is being developed.

The Commissioners requested Mr. Cox to respond to the Association stating that the County is looking into the matter.

EMPLOYEES OF ST. MARY'S COUNTY DRAMA ASSOCIATION

The Director of Finance forwarded a memorandum regarding the employees of the St. Mary's County Drama Association and stated that the County Attorney was of the opinion that these employees are not county employees.

The Commissioners concurred with this opinion.

ST. MARY'S COUNTY HOSPITAL BOARD

The Commissioners unanimously agreed to reappoint Commissioner McKay to the St. Mary's County Hospital Board for a one-year term.

PORTA-MOBILE UNIT AS BASE TRANSMITTER

Present: Sheriff Sanger
Otis Wood, Director, Civil Defense

Relative to questions raised by the Commissioners pertaining to the Sheriff's request for a porta-mobile unit as a base transmitter for emergency use for the Lexington Park Sheriff's office, Sheriff Sanger and Mr. Wood appeared before the Commissioners. In light of the fact that the Police Services study will address communications, the Commissioners agreed to defer any action on this matter until the study is received.

LEONARDTOWN'S USE OF SHERIFF'S FREQUENCY

Present: Otis Wood, Director, Civil Defense

Mr. Wood stated that the Town of Leonardtown would like to use five slots on the Sheriff's radio frequency; and if the Commissioners' concur with the request, a letter would be needed from the County authorizing the use of this frequency. The Commissioners concurred in this matter.

YOUTH SERVICES AND YOUTH NEEDS

Present: Bob Wentworth, Executive Secretary, Youth Commission
Dr. VanAalst, Chairman, Youth Commission

Mr. Wentworth and Dr. VanAalst appeared before the Commissioners to present the "Comprehensive Study of Youth Services and Youth Needs" which was prepared by the St. Mary's County Youth Commission. Several recommendations are included in this report and Dr. VanAalst discussed their first recommendation with the Commissioners which was filling of the position of Director of Citizens Services.

The Commissioners stated they would review all the recommendations after which time they would schedule a work session to determine any questions or concerns pertaining to the recommendations.

PROCLAMATION NO. 76-13
RIDE -A -BIKE FOR THE RETARDED DAY

Present: Eileen Hislop, St. Mary's County Association
for Retarded Citizens

The Commissioners presented the above-referenced Proclamation to Mrs. Hislop proclaiming April 4, 1976 as "Ride-A-Bike for Retarded Day".

INTERVIEWS FOR POSITION OF ECONOMIC DEVELOPMENT COORDINATOR

At this time the Commissioners conducted interviews with two applicants for the position of Economic Development Coordinator.

CASH FLOW PROJECTION
ORGANIZATIONAL PLAN AND ADMINISTRATIVE PROCEDURES

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

The Commissioners discussed the various memoranda from the Budget Officer pertaining to the above-referenced matters. It was determined that the format for the cash flow projection should be done in 30 days, with a target date of April 28;

and the format for the organization and administrative procedures should be done in 60 days with a target date of May 26. After the establishment of these items, it will be reviewed by the Commissioners and should be in effect by July 1.

PROCUREMENT PROCEDURES

Present: Joseph O'Dell, Budget Officer
Paul Raley, Director, Purchasing and Logistics

The Commissioners reviewed the Budget Officer's memorandum of February 27 with attachment pertaining to purchasing and procurement.

Commissioner Jarboe made a motion to distribute the Procurement and Procedures proposal to the various county agencies and obtain their comments and input for discussion at the next staff meeting in April, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

SIGN FOR LEONARD HALL OFFICE BUILDINGS

Present: Paul Raley, Director, Purchasing and Logistics

Mr. Raley stated that two proposals were received for the providing of a sign at the Leonard Hall Office to read "St. Mary's County Governmental Offices". Proposals were as follows: Ace Sign Company - \$150 and Carl Abell - \$180. Commissioner Dean made a motion to accept the lowest bidder; namely Ace Sign Company, in the amount of \$150, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

REVERSE SIDE OF COUNTY SEAL

Present: Paul Raley, Director, Purchasing and Logistics

Mr. Raley brought to the Commissioners' attention that a group of citizens was working on a suggestion for the reverse side of the County Seal since now none exists. He presented a preliminary sketch for the Commissioners' review so that the group could proceed in the actual design.

The Commissioners concurred with the proposal for further implementation, reserving the right of final approval until the product is completed.

EXECUTIVE SESSION

The Commissioners unanimously agreed to meet in Executive Session at the end of their regular meeting today in order to discuss personnel matters.

LETTER FROM AMERICAN LEGION - CANNONS AT LEONARD HALL

Correspondence was received from the American Legion requesting the County to donate the cannons that are located on the grounds of Leonard Hall School to the American Legion. The Commissioners requested Mr. Cox to respond that when a determination is made as to the disposal of these cannons, their request would be given consideration.

LEXINGTON PARK HEALTH DEPARTMENT

With regard to the memorandum from the County Engineer relative to improvements made to the Lexington Park Health Department building, Commissioner McKay stated he would contact the maintenance people giving instructions as to what work was needed with regard to doors and insulation.

GOLDEN BEACH ROAD RECONSTRUCTION

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

Mr. Norris requested authority from the Board for Commissioner President McKay to sign the deed for Golden Beach Road in order that it may be recorded.

Commissioner Dean made a motion to accept the deeds, subject to recommended minor changes by the County Attorney, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

MAYPOLE ROAD

Present: John Norris, County Engineer

The County Engineer brought the Commissioners' attention the fact that the SHA has advised that not all of Maypole Road is in the County Highway Maintenance System. He stated that in 1970 and 1971 a road agreement was signed by property owners conveying to the County property to allow for a 60-foot right-of-way on Maypole Road, but was never recorded. Mr. Norris requested action by the Commissioners to accept this portion of Maypole Road into CHMS. The Commissioners requested the County Engineer to bring this matter to the attention of the County Attorney to determine if it is consistent with the County's policy of accepting roads.

LOCK HILL ESTATES

Present: John Norris, County Engineer

The County Engineer brought to the Commissioners' attention that Lock Hill Estates Deeds have been held by the County since the late 1960's. There is correspondence from the previous County Engineer recommending acceptance of these roads (St. Mary's Street and Charles Street). The original deeds have never been recorded and there was no record in the County Commissioners' minutes that these streets were accepted by the County. Based on this information, the Commissioners recommended that the matter be reviewed by the County Attorney for recommendations.

ACCEPTANCE OF ROADS INTO THE COUNTY HIGHWAY MAINTENANCE SYSTEM

Present: John Norris, County Engineer

FOREST PARK - Mr. Norris presented the Deed for acceptance of roads in Forest Park Subdivision (Amy Road, Janet Lane, Marylynn Drive) into the County Highway Maintenance System. Commissioner Dean made a motion to accept the aforementioned roads as set forth in the Deed dated October 3, 1975 by and between P&R Enterprises, Inc. and the County Commissioners of St. Mary's County, seconded by Commissioner Parlett. All Commissioners voted in favor.

SOTTERLY MANOR - The County Engineer presented the Deed for acceptance of the roads in Sotterly Manor Subdivision - Section One (Kirksted Court and Southwell Lane) into the County Highway Maintenance System. Commissioner Jarboe made a motion to accept these roads as set forth in Deed dated January 21, 1976, seconded by Commissioner Dean. All Commissioners voted in favor.

KINGSTON MANOR - The County Engineer presented the Deed for acceptance of roads in Kingston Manor (Gross Drive and Gross Court) into the County Highway Maintenance System. Commissioner Dean made a motion to accept these roads as set forth in Deed dated June 10, 1975, seconded by Commissioner Jarboe. All Commissioners voted in favor.

MECHANICSVILLE POND

Present: John Norris, County Engineer

Mr. Norris advised the Commissioners that additional pipe has had to be replaced at the Mechanicsville Pond site because of collapsed fill. Mr. Norris stated two proposals have been received for the construction of a timber bulkhead as follows:

Colliflower and Peterson in an amount in excess of \$2,000 and Delahay Pile Driving in an amount of \$1200. Mr. Norris stated that the Commissioners authroized the project to be done by force account and estimated the cost to be approximately \$8500, and stated that now the project will cost approximately \$13,000.

Commissioner Dean made a motion to accept the County Engineer's recommendation and award the contract to Delahay Pile Driving in the amount of \$1200, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

Mr. Norris recommended that the pond be offered to the Mechanicsville Volunteer Fire Department when the work is completed.

LEXINGTON PARK STORM DRAINAGE STUDY

Present: John Norris, County Engineer
Wilson T. Ballard
Ken Evans

Mr. Ballard, the contractor performing the Lexington Park Storm Drainage Study, stated that the purpose of their study of Lexington Park area is to evaluate the present storm drainage of the area and the problems it has caused along the roadways and to recommend to the County improvements to the existing systems which would eliminate flooding conditions.

Mr. Ballard and Mr. Evans made a preliminary presentation of the three elements of the drainage study - System A, B and C.

The Wilson T. Ballard Company will finalize their report with recommendations to the Commissioners.

FY '77 ASPHALT OVERLAY PROGRAM

Present: John Norris, County Engineer

Mr. Norris presented the FY'77 Asphalt Overlay Program, which will be included in the County Engineer's proposed budget, for the Commissioners' review.


The meeting adjourned at 4:30 p.m.

EXECUTIVE SESSION

Present: Edward V. Cox, County Administrator
Joe O'Dell, Budget Officer

The Commissioners met in Executive Session from 4:30 to 5:30 p.m. in order to discuss personnel matters.

Approved by,


James M. McKay, President