

BOARD OF COUNTY COMMISSIONERS' MEETING

May 5-6, 1976

Wednesday, May 5, 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 April 28-29, 1976 were read. Commissioner Jarboe made a motion to approve the minutes as presented, 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 Dean made a motion to approve payment of the bills, seconded by Commissioner Millison. All Commissioners voted in favor of this motion.

Commissioner Dean made a motion to pay Voucher No. 07120, which was withheld last week for further clarification, seconded by Commissioner Parlett. Four Commissioners voted in favor of this motion, with Commissioner Millison abstaining.

Commissioner Jarboe made a motion to approve payment of Vouchers No. 07380 and 07512, which were withheld last week for further clarification, seconded by Commissioner Dean. All Commissioners voted in favor.

MEMORANDUM TO MRS. MCGAHARN

The County Administrator was instructed to forward to Mrs. McGaharn, Executive Secretary, Commission on Aging, a memorandum stating that it was an improper procedure on her part to approve a training trip for an employee on the 23rd of April when she was aware that the employee was leaving employment on the 29th of April.

ST. MARY'S GARDEN APARTMENTS (CENTER GARDENS)

As requested by the Board of County Commissioners, the County Administrator presented a report on the St. Mary's Garden Apartments describing the assessment and taxation as compared to the lessee's determination of deductions from proposed taxes. After review the Commissioners concurred with their previous assessment that the taxes for FY '76 should have been abated and that this project will be monitored to safeguard the County's interest.

FIFE AND DRUM CORPS

Present: Irva McKinney, Bicentennial Chairman of
St. Mary's Women's Club

Mrs. McKinney advised the Commissioners that the Fifth Independent Fife and Drum Corps of St. Mary's County has been invited by the Baltimore Symphony Orchestra to play with them at various youth concerts in Baltimore. They attended one concert May 4 and have been invited to concerts on May 19 and 20. The Director of the Corps is a school teacher and would need administrative leave and the members would need permission to be excused from school to attend. The Commissioners agreed to look into this matter and report back to Mrs. McKinney.

SECRETARIAL ASSISTANCE IN SHERIFF'S OFFICE

Sheriff Sanger submitted a request for approval for the temporary employment of secretarial assistance at \$3.25 per hour in the Sheriff's Office to cover the maternity leave absence of Mrs. Rebecca Norris. Commissioner Dean made a motion to approve this request, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

CLEARINGHOUSE PROJECTS

The County Administrator presented two Clearinghouse projects for Maryland Historical Trust - Cremona/Ashcomb's Land and Bard's Field on Trinity Manor. The Project Summary Notification Review has been reviewed by the appropriate agencies and it was the County Administrator's recommendation that these projects be forwarded to the State stating that they are not inconsistent with this agency's plans, programs or objectives. The Commissioners concurred.

CETA EMPLOYEES

The County Administrator submitted a listing of current county employees and a listing of CETA employees and recommended that the Commissioners meet in Executive Session to discuss the establishment of a priority list in the event of loss of CETA funding or a portion thereof.

TEMPORARY EMPLOYMENT - RECREATION AND PARKS

Recreation and Parks has requested approval for two temporary maintenance helpers for the summer months at \$2.30 per hour. Funds have been budgeted for these positions. Commissioner Dean made a motion to approve this request, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

RELEASE OF COLLATERAL

The Director of Finance forwarded a memorandum requesting release of collateral from Maryland Bank and Trust in two amounts (\$10,000 and \$5,000). County funds on deposit is \$555,056.06 and collateral to secure deposits of St. Mary's County totals \$2,637,000. Since collateral held far exceeds total county funds, Mr. Sterling recommended that said Release be signed. Commissioner Parlett made a motion to authorize the release and Commissioner President McKay to sign same, seconded by Commissioner Jarboe. All Commissioners voted in favor.

MARYLAND ASSOCIATION OF COUNTIES SUMMER CONFERENCE

The County Administrator reported that the following have requested attendance at the MACO Summer Conference: County Attorney, Budget Officer, County Engineer, Director, Land Use and Development and County Administrator.

Commissioner Dean made a motion to authorize the above persons to attend the Conference May 19-21, 1976, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

APPLICANT FOR ECONOMIC DEVELOPMENT COORDINATOR

In view of the fact that the chosen applicant for the position of Economic Development Coordinator has rejected the offer, the Commissioners requested that the selection committee return with further recommendations.

UPDATE OF COMPREHENSIVE WATER AND SEWER PLAN

The Commissioners scheduled Wednesday, June 2, 1976 at 4:00 p.m. in the County Commissioners Conference Room for the Public Hearing for the Update of the Comprehensive Water and Sewer Plan.

RELEASE OF INFORMATION

The County Administrator reviewed with the County Commissioners the current operational policy concerning the release of information to the news media and the general public. Incoming literatures noted on the mail log will not be released until the first regular Commissioners' meeting following its receipt. Copies of correspondence sent from County offices will not be released until there is reasonable assurance that the addressee has received same. At times because of many requests or conflicting work assignments, requests for information will be required in writing to be responded to at the staff's earliest opportunity. The Commissioners concurred with the above procedures.

PRESS CONFERENCE

Present: Jack Kershaw, Enterprise
Sunny Schust, Enterprise
Debbie Prager, Beacon
Dick Myers, WKIK
David Chaffee, Guardian

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

WILDEWOOD SUBDIVISION - UTILITY COMPANY USE OF RIGHT-OF-WAY

Present: Eddie Wettengell, Paragon Builders
Mr. Waldschmidt, " "
John Norris, County Engineer

Mr. Wettengell appeared before the Commissioners to request the County accept a variation in the road width from 60 feet to 70 feet and to allow the utility company to install transmission lines in the extra road width right-of-way. The Commissioners requested the County Engineer to put his recommendation in writing to the Commissioners and if favorable the County Engineer should prepare a letter for the Commissioner's signatures spelling out the County's commitment to SMECO. The Commissioners were of the opinion that situations such as the above should be handled on a case by case basis, with individual decisions being made.

FEE SIMPLE DEED - CLOVERHILL - MACINTOSH ROAD

Present: John Norris, County Engineer

The County Engineer presented a Fee Simple Deed dated April 30, 1976 by and between Michael Anthony Ricco and Leveta Carol Ricco and Hugh Allston and Helen C. Allston and the County Commissioners of St. Mary's County for certain property in the Sixth Election District necessary in order to make certain improvements to Cloverhill-MacIntosh Road.

Commissioner Jarboe made a motion to accept the above-mentioned Deed, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

ACCEPTANCE OF DEED - GOLDEN BEACH ROAD

The County Engineer presented a Deed dated April 30, 1976 by and between James Henry Hodges and the County Commissioners of St. Mary's County for land situated in the Fifth Election District, being a strip of land 50 feet in width that will serve as the road width of Golden Beach Road right-of-way.

Commissioner Parlett made a motion to accept said Deed, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

ROAD RESOLUTION NO 76-14
WOODBURN HILL ROAD

The County Engineer submitted the above-referenced Road Resolution posting Woodburn Hill Road, Fifth Election District, at 25 miles per hour. Commissioner Parlett made a motion to accept said Resolution, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

LOT 905 - GOLDEN BEACH

Present: John Norris, County Engineer

For the Commissioners' information, the County Engineer explained the sedimentation control problems at Lot 905 in Golden Beach and stated that under the direction of the Department of Natural Resources, correspondence was forwarded to J. Whitson Rogers requesting that the sedimentation control problems be corrected.

FUEL DISTRIBUTION SYSTEM - ST. ANDREWS LANDFILL

Present: John Norris, County Engineer

The County Engineer presented plans for the fuel distribution system at St. Andrews Landfill, and sited reasons why the system was necessary; (1) greater savings

by purchasing in bulk and (2) once purchased, it would need to be stored.

After reviewing the plans, Commissioner Jarboe made a motion to authorize Commissioner President McKay to sign said plans and to authorize the County Engineer to obtain proposals for the fuel distribution system at St. Andrews Landfill, seconded by Commissioner Parlett. All Commissioners voted in favor of this motion.

PRINTING OF ROAD ORDINANCE

Present: John Norris, County Engineer

Mr. Norris recommended to the Commissioners that Tri-County Printing be authorized to print 200 copies of the Road Ordinance at a cost of \$1,074 and in addition authorize Larry Day and Associates to draft the plates for the document at a cost of \$960. Commissioner Millison made a motion to authorize the printing and work necessary for the plates, at a cost not to exceed \$2,034, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

SPRING VALLEY SUBDIVISION
ROAD SYSTEM ANALYSIS

Present: John Norris, County Engineer

The County Engineer stated that proposals were received for two phases for the analysis of the road system of Spring Valley Subdivision as follows:

<u>PROPOSALS RECEIVED BY</u>	<u>AMOUNT</u>	
The Beavin Company	(1) \$13,300	
	(2) \$10,968	\$24,268
Dewberry, Nealon & Davis	(1) \$22,600	
	(2) \$13,200	\$35,800
The Wilson T. Ballard Co.	(1) \$12,000	
	(2) \$34,100	\$46,100
John E. Harms & Associates	(1) \$ 7,600	
	(2) \$ 8,000	
	+ 3,000	\$18,600
Intercontinental Consultants, Inc.	(1) \$15,700	
	(2) \$21,400	\$37,100
Greenhorne & O'Mara, Inc.	(1) \$16,000	
	(2) 18,000	\$34,000

Commissioner Jarboe made a motion to authorize John E. Harms to proceed with Phase One of the project, seconded by Commissioner Millison. All Commissioners voted in favor of this motion.

COLONY SQUARE SUBDIVISION

Present: John Norris, County Engineer

The County Engineer stated there have been two developers in the above-referenced project and Mr. Altobelli, one of the developers, would like the roads that he constructed taken into the County Highway Maintenance System. The other developer, Spitzer and Hayden, constructed roads in accordance with the approved section; however there are maintenance problems that exist today which requires correction.

Mr. Norris requested the Commissioners' decision as to how to proceed; (1) request Spitzer and Hayden to perform maintenance or (2) accept the roads and have the county perform the maintenance.

The Commissioners requested Mr. Norris to require Spitzer and Hayden to provide evidence that the County had accepted the roads into the System before a decision is made by the Commissioners.

CIRCUIT COURT RENOVATION

Present: Jay McGrath, Engineering Technician
Brooks Cross, Consultant
Rick Hill, Lorenzi, Doods and Gunnill

The above-mentioned individuals appeared before the Commissioners to explain the evaluation of the necessary renovations to the Circuit Court Room, the heating and air conditioning system in particular. The progress prints were reviewed and Mr. McGrath stated that the final report on the entire renovation will be forthcoming.

LEASE OF COUNTY LAND ADJACENT TO AIRPORT

Present: Joseph Mattingly

Mr. Mattingly requested from the Commissioners concept approval of a proposal to lease approximately 45 acres of county-owned land adjacent to the Airport and his property for the purpose of site improvement for industrial use.

The Commissioners requested Mr. Mattingly to work with the Director of Land Use and Development to more fully develop his proposal and return with more details and a map or aerial photograph of the exact location of all land in question.

RAILROAD RIGHT-OF-WAY EASEMENT

Present: Joe Mattingly

Mr. Mattingly requested the County Commissioners' approval for easement across the County-owned railroad right-of-way so that he would have road access to Maryland Rte. 235. The Commissioners directed Mr. Mattingly to work with the County Engineer to develop the specifics of his proposal and an Agreement covering his request.

SITE PLAN APPROVAL - AIRPORT INDUSTRIAL PARK

Present: Joe Mattingly

Mr. Mattingly requested Site Plan approval from the County Commissioners for Lot 6 of Section I of his Industrial Park so that he might obtain a building permit for the construction of a building to house the J. J. Mailing operation. After review of the request by the Commissioners, Mr. Mattingly was directed to work with the County Engineer, the County Attorney and the Director of Land Use and Development to resolve the difficulties and all parties should return tomorrow May 6 to hopefully reach a solution.

ECONOMIC IMPACT FEE

Present: Joe Mattingly

Mr. Mattingly inquired of the Commissioners if the present lot Economic Impact Fee pertains to Industrial site lots as well as domestic home sites. The Commissioners directed that the County Administrator review the resolutions pertaining to the Economic Impact Fee and return with a determination.

TOURIST INFORMATION CENTER - BROCHURES

Present: Arthur "Buck" Briscoe

Mr. Briscoe appeared before the Commissioners and presented each Commissioner with a package of literature available on St. Mary's County. The Commissioners along with Mr. Briscoe identified which brochures to place at the proposed Tourist Information Center and requested Mr. Briscoe to have sufficient copies made.

TOURIST INFORMATION CENTER - "WHITE HOUSE" AT CHARLOTTE HALL

Commissioner Parlett reported to the Commissioners that Chamber of Commerce was willing to undertake the coordination of the Tourist Information Center, and stated that he suggested that the Chamber develop a list of questions and a proposed program for the Commissioners' consideration. Commissioner Parlett also suggested that the County Engineer coordinate the work necessary to put the "White House" in condition for opening by Memorial Day. Ceta employees from the Bicentennial Commission may be available in this project. It was suggested that Bob Wentworth, Executive Secretary to the Youth Commission be contacted to determine if Summer Youth Employment Program participants would be available for this project.

In addition, Commissioner Parlett advised that the State Highway Administration turned down the request for the use of the median strip at the northern end of the County for the placement of a County sign, and therefore suggested that Mrs. Beaman of the Chamber of Commerce develop an alternative site and return to the Commissioners with a proposal.

The Commissioners accepted the above-mentioned suggestions and requested that representatives from the Chamber of Commerce appear before the Commissioners' at next week's meeting to discuss the coordination of the Center.

WICOMICO SHORES

Commissioner Dean reported that the question of the County's legal obligation regarding Wicomico Shores was raised at the last Planning Commission meeting and discussed the possibility of obtaining additional legal assistance for the County Attorney on this subject as it is a complex issue and may involve a great deal of time. It would be necessary to have an outline of all the developments that have occurred in Wicomico Shores and some opinion as to the County's liability and obligation, if any, in this matter. The Commissioners agreed to discuss this at next week's meeting.

TRI-COUNTY MENTAL HEALTH COORDINATING COMMITTEE

Commissioner Jarboe advised the Commissioners that three appointments were needed from each County to serve on the Tri-County Mental Health Coordinating Committee for the purpose of discussing the feasibility of a regional facility. Rev. McDowell, Chairman of the Mental Health Advisory Committee should be contacted to recommend three people to serve on the tri-county committee as well as the tri-county with Prince George's County committee.

INTRA-ACCOUNT AND INTER ACCOUNT TRANSFERS

The Budget Officer forwarded a memorandum dated May 5, 1976 setting forth various Intra-Account and Inter-Account transfers for the Commissioners' approval as follows:

Purchasing and Logistics

- (1) Increase Account No. 36-37351 by \$4,207.00
Decrease Account No. 16-19101 by \$4,207.00
- (2) Increase Account No. 36-37261 by \$12,000.00
Decrease Account No. 16-19101 by \$12,000.00

County Administrator

- (1) Increase Account No. 15-17241 by \$600.00
Decrease Account No. 16-19101 by \$600.00
- (2) Increase Account No. 15-16351 by \$285.00
Decrease Account No. 16-19101 by \$285.00

County Engineer

- (1) Increase Account No. 57-58351 by \$4,500.00
Decrease Account No. 57-58411 by \$4,500.00
- (2) Increase Account No. 57-57221 by \$500.00
Decrease Account No. 57-57241 by \$500.00
- (3) Increase Account No. 95-95831 by \$1,000.00
Decrease Account No. 95-95821 by \$1,000.00

In addition, two journal entries are being transacted to correctly identify costs that have formerly been placed in other accounts. These are transacting monies from the Landfill Supplies & Expenses account for fencing at the County Airport - \$528.00; and Landfill Electricity Costs of \$563.00.

Commissioner Jarboe made a motion to approve the afore-mentioned transfers, seconded by Commissioner Millison. All Commissioners voted in favor of this motion.

MASTER PLAN FOR COUNTY AIRPORT

The County Administrator presented the Notice of Intent to File Grant Application and advised the Commissioners that the contract amount was increased from \$24,000 to \$26,000. The Commissioners requested the County Administrator to contact the contractor, Bourne, Gibson and Shamma to determine the reasons for the increase.

COUNTY PLANNER

In view of the fact that the County Planner has completed his assignment on the growth of the Fifth District, the Commissioners agreed to discuss the long-range plans for the Planner at next week's meeting.

RESCUE SQUADS ALLOCATION

The Commissioners agreed to meet with the Budget Officer at the next week's meeting to discuss the rescue squad budget allocations prior to meeting with representatives from local rescue squads.

NEWTOWN NECK (CALEDON DEVELOPMENT CORP.)

Commissioner Dean suggested that the responses to the County Commissioners' correspondence of December 23, 1975 be forwarded by the County Attorney to Mr. Cypert Whitfill, Attorney for Caledon Development Corporation, to comply with Mr. Whitfill's request. It is understood that Mr. Weiner, Attorney, has already been provided the responses in question. The County Attorney will then advise the Commissioners of the possible necessity of another public hearing.

EXECUTIVE SESSION

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

The meeting recessed at 4:30 p.m.

Thursday, May 6, 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 9:10 a.m.

CIVIL DEFENSE PROGRAM PAPERS

Present: Otis Wood, Director, Civil Defense

Mr. Wood presented the Local Civil Defense Annual Program Paper which is to be submitted to the Federal Government to the Commissioners for their review and approval. Commissioner Jarboe made a motion to approve and authorize Commissioner McKay to sign said papers, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

EMERGENCY MEDICAL SERVICE TOWER AGREEMENT

Present: Otis Wood, Director, Civil Defense

Mr. Wood presented the Agreement by and between the Maryland State Department of Health and Mental Hygiene on behalf of the Division of Emergency Medical Services and St. Mary's County for the installation of the EMS Tower to be located adjacent to the Control Center.

In addition, Mr. Wood presented the Agreement between SMECO and County for the right-of-way easement relative to the tower. Commissioner Jarboe made a motion to approve and authorize Commissioner McKay to sign said Agreements, seconded by Commissioner Dean. All Commissioners voted in favor.

PLANS FOR BUILDING HOUSING EQUIPMENT FOR EMS TOWER

Present: Otis Wood, Director, Civil Defense
Jeff Mitchell, EMS

Mr. Mitchell discussed the proposed EMS tower and construction of the building to house equipment for said tower with the Commissioners. The tower will provide communication between ambulances and hospital through the Civil Defense Office as a switchboard. Commissioner Dean made a motion to indicate the County's willingness to construct the 10' x 12' building housing the equipment for the tower, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

The Commissioners requested Mr. Wood to have the specifications drawn up for the building in order to advertise for bids.

LETTER TO DR. TAYBACK - STATE OFFICE ON AGING

In response to correspondence from Dr. Tayback of the State Office on Aging regarding a meeting with the Commissioners, the Commissioners agreed to respond that the Commissioners would prefer to meeting on a regular Commissioner meeting day if possible.

COMMISSIONERS' MEETING SCHEDULE FOR SUMMER MONTHS

Commissioner Jarboe proposed to the Commissioners that beginning June 9 that the Commissioners weekly meetings be conducted Wednesday and Thursday from 8:30 a.m. to 12:30 p.m. The Commissioners concurred with this suggestion.

LETTER FROM L.P. CITY SKIPPERS

With regard to the letter from the L. P. City Skippers proposing the installation of CB radios in all Sheriff's Department vehicles and the two Sheriff's offices, the Commissioners directed the County Administrator to discuss this matter with the Sheriff to determine his interest.

SITE PLAN AIRPORT INDUSTRIAL PARK

Present: Joe Mattingly
Richard Platt, Director, Land Use and Development
John Norris, County Engineer
Joseph Ernest Bell, II, County Attorney

The above referenced parties appeared before the Board of County Commissioners to resolve the questions surrounding the obtaining of building permit for Lot 6, Section I of the

Airport Industrial Park. Section I which contains Lot 6 has not been recorded because Public Works Agreement had not been established with the Metropolitan Commission and the County Engineer, because proper bonding on letters of credit had not been obtained. Industrial site plan approval is required by the Board of County Commissioners prior to the issuance of building permit for Mr. Mattingly's proposed construction of the building to house the J. J. Mailing operation. Mr. Mattingly, with the cooperation of the above-referenced parties, presented evidence that Public Works Agreements were properly established with the Metropolitan Commission and the County Engineer and that proper bonding or letter of credit was in place, and that Section I containing Lot 6 could now be recorded. Accordingly site plan approval and the issuance of a building permit were in order. Therefore, Commissioner Dean made a motion to authorize the County to enter into a Public Works Agreement with St. Mary's Airport Industrial Park and its principal, Joseph Mattingly, and approve the Site Plan for Lot 6, Section I in the Industrial Park, seconded by Commissioner Jarboe. All Commissioners voted in favor of this motion.

LEONARD HALL BUILDING COMMITTEE

Present: Ed Long, Chairman)
 Parran Jarboe) Building Committee
 William Boyd)
 John Norris)
 Chris Hansen, consultant
 William Mosley, Mosley-Henning, Inc. (architectual firm)
 Bob Hunter, " " "
 Howard Jennings, " " "

The above persons appeared before the Commissioners to present a proposal for the short and long range renovations of the Leonard Hall Office complex and the Courthouse. A slide presentation was given showing the present space problems in County offices and conceptual recommendations for the lay-out of buildings at Leonard Hall to correct these problems.

Direction is needed as follows by the Commissioners after their review of the proposed recommendations:

1. The concurrence from the Board of Phase I Plan and that the budget will meet with the Commissioners' approval so that Phase I can commence as soon as possible;
2. The setting of a date for a public hearing;
3. Authorization to have some preliminary tests and survey work done with regard to Leonard Hall in order to get the work underway and the implementation of Phase I;

4. Authorization for the architects to design and engineer Phase I in order to gain valuable construction time.

The Commissioners set up a meeting on Tuesday May 11 as a work session with the Building Committee and Budget Officer and agreed to schedule a public hearing May 25 at 7:30 p.m.

COMMUNITY DEVELOPMENT ASSISTANCE GROUP - TITLE I HUD FUNDS

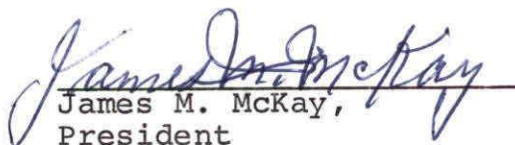
Present: J. Terry Raidgan

Mr. Radigan reported to the Commissioners that of the four priorities submitted for Title I HUD funds, one was approved - housing rehabilitation. Mr. Radigan discussed with the Commissioners the development of the long-range housing plans for the County, such as senior citizens facilities, mobile home sites, housing assistance for low-income families, etc.

Commissioner Jarboe made a motion to sign said Community Development Block Grant Application for the rehabilitation program and that the future need section should not be included unless approved by the Board of Commissioners, seconded by Commissioner Dean. All Commissioners voted in favor of this motion.

The meeting adjourned at 12:05 p.m.

Approved by,


James M. McKay,
President

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