

Commissioners of St. Mary's County Meeting Minutes (Tuesday, September 15, 2015)

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Members present

Commissioner President James R. Guy
Commissioner Michael L. Hewitt
Commissioner Tom Jarboe
Commissioner Todd B. Morgan
Commissioner John E. O'Connor
Dr. Rebecca Bridgett, County Administrator
Sharon Ferris, Recorder

1. WELCOME

Commissioner President Guy called the meeting to order at 1:30 pm in the Chesapeake meeting room.

Approval of Minutes

I move to approve the minutes of September 1, 2015 as presented.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

2. RECOGNITION

A Proclamation was presented for Constitution Week

3. COUNTY ADMINISTRATOR

A. DRAFT AGENDAS FOR SEPTEMBER 22 and 29, 2015

B. METCOM - FY2016 Capital Improvement Budget Amendment

I move the Commissioners of St. Mary's County approve the budget transfer to increase the Patuxent Park Water Replacement Phase 3 project budget by \$628,360, by reducing Water Contingencies, and to decrease the Patuxent Park Sewer Replacement Phase 3 project budget by \$628,360, and increase Sewer Contingencies.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

C. ALCOHOL BEVERAGE BOARD - FFY16 Maryland Highway Safety Grant - Better Business Practices to Promote Responsible Alcohol Service

I move to approve the FFY16 Maryland Highway Safety - Better Business Practices to Promote Responsible Alcohol Service grant agreement/award, Project US1685, from the Maryland Highway Safety Office on behalf of the Alcohol Beverage Board in the amount of \$7,500 for the continuation of the Topsy Taxi program and the Responsible Alcohol Service Training program for licensed establishments, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

D. DEPT. OF ECONOMIC DEVELOPMENT - Termination of 5-Year Tax Credit Agreement

I move that the Commissioner President be authorized to execute a release agreement with Arlie Bryan Siebert terminating the St. Mary's County Agriculture Land Preservation District 5-Year Program for property located at 50449 Hays Beach Road, Scotland, Maryland.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

E. DEPT. OF FINANCE - Approve and Execute CIP Budget Amendment to close Future School Site Acquisition Project

I move to approve and authorize Commissioner President Guy to execute the budget amendment reducing and closing the Capital Project PS1301 Future School Site Acquisition and increasing the Capital Reserve FIN16 by \$3,013,707 as approved by the Board of Education on August 12, 2015.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

F. DEPT. OF FINANCE - Approve and Execute Two Capital Project Budget Amendments

I move to approve and authorize Commissioner President Guy to execute the two budget amendments closing project PF1202 Leonardtown Library Renovation in the amount of \$3,062,123 to the FIN16 Capital Reserve; and reducing project PF1301 Base Realignment and Closure by the \$1,000,000 commitment to the Southern Maryland Higher Education Center Building Three initiative, and establishing a new and distinct project named Southern Maryland Higher Education Center Building Three PF1609 representing the Commissioners \$1 million dollar commitment to Building Three.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

G. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - FFY2015 State Homeland Security Program Grant

I move to approve two FFY2015 Sub-Recipient Agreements for the State Homeland Security Grant Award, Project US1620, from the Maryland Emergency Management Agency on behalf of the Emergency Services & Technology Department for (1) The original Grant Agreement Notice of \$87,935.59 and (2) Amended Grant Agreement to increase the Grant amount by \$560.41 for the final total Grant Award of \$88,496 and the related budget amendment to decrease the FY2016 approved budget by \$1,504, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

H. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - Agreement to Share System Use with Calvert County

I move to approve and authorize the Commissioner President to execute the Shared System Use between St. Mary's County and Calvert County.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

I. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - ENSB 9-1-1 Trust Fund Spending Plan for FY16

I move to accept the Grant Award and the spending plan for the ENSB 911 Trust Fund, Project MD1638 from the Emergency Number Systems Board on behalf of the Department of Emergency Services & Technology for the total amount of \$62,500.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

J. DEPT. OF EMERGENCY SERVICES & TECHNOLOGY - A Grant Adjustment Note (GAN) FFY2013 Homeland Security Grant (SHSGP) 2013 Deobligation/Grant Close

I move to approve the FFY2013 State Homeland Security Final Grant Award Notice, Project US1420, on behalf of the Emergency Services and Technology Department in the amount of \$111,818 to close the Grant, and the related budget amendment to decrease the project budget by \$8, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B Morgan, second by Commissioner John E O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

K. DEPT. OF RECREATION AND PARKS - Program Open Space Grant Application & Project Agreement for Lancaster Park Project #RP1201

I move to approve the Program Open Space Grant application, for Project #RP1201, on behalf of the Department of Recreation and Parks, in the amount of \$255,000, to assist with the construction of the Lancaster Park Improvement project, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

L. DEPT. OF RECREATION AND PARKS - Program Open Space Planning Grant Application & Project Agreement #RP1602

I move to approve the Program Open Space Planning Grant application, project #RP1602, on behalf of the Department of Recreation and Parks, in the amount of \$25,000 for development of the 2017 Land Preservation, Parks and Recreation Plan, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

M. DEPT. OF AGING AND HUMAN SERVICES - FY2016 Senior Care Grant Application

I move to approve the Senior Care Application, project #MD1603, from the Maryland Department of Aging on behalf of the Department of Aging and Human Services, in the amount of \$100,000 and authorize the Commissioner President to execute the related document.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

N. DEPT. OF AGING AND HUMAN SERVICES - Revised Final Notification of Grant Award (NGA) for the FY2015 Title III Federal Grants for Aging Services.

I move to approve the Revised Notification of Grant Award for the FY2015 Title III grants, projects #US1502, 1504,1505,1508,1509 and 1533 from the Maryland Department of Aging for various programs and services provided to the seniors of St. Mary's County, in the amount of \$289,068 and 2) six related budget amendments to increase the project budgets by \$1,491 net and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

O. DEPT. OF AGING AND HUMAN SERVICES - FY2016 State Health Insurance Assistance Program (SHIP) Grant Application

I move to approve the State Health Insurance Assistance Program (SHIP) grant application, project #US1614, from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging and Human Services, to provide instructions for applying for the State

Health Insurance Assistance Program, in the amount of \$13,898 and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

P. DEPT. OF AGING & HUMAN SERVICES - Amendments to the FY2016 Homeless Services Grant Award – Emergency and Transitional Housing and Services (ETHS) Program, Homeless Women – Crisis Shelter Home (HWCS) Program, and Homelessness Prevention (HPP) Program.

I move to approve the letter acknowledging and agreeing to the non-financial amendments made to the Homeless Services Grant agreements for project #s MD1658, 1657, and 1655, by the Maryland Department of Human Resources on behalf of the Department of Aging and Human Services to support homeless shelters and services for St. Mary's County residents, and authorize the Commissioner President to execute the related document.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

4. MAIN AGENDA ACTION ITEMS

A. ST. MARY'S COUNTY DEPARTMENT OF HEALTH - FY2016 Funds to Address Substance Misuse Prevention & Control

Present: Meenakshi G. Brewster, MD, MPH, Health Officer
James Scott Smith, Superintendent, St. Mary's County Public Schools.
Captain Michael Merican, St. Mary's County Sheriff's Office

Dr. Brewster presented the plan to expend the FY 2016 funds (\$100,000) allocated to the Health Department by the Commissioners to address substance misuse prevention and cont

- \$15,000 - St. Mary's County Public Schools to support health communications and education efforts targeted to youth and parent
- \$20,000 - St. Mary's County Public Schools to provide navigation support to youth and families for better linkage between the school system and community services for substance misuse prevention and treatment
- \$33,000 – Sheriff's Office for intensive outpatient services for female inmates at the St. Mary's County Detention Center
- \$25,000 – Sheriff's Office to launch a Day Reporting Pilot Program in Lexington Park
- \$7,000 – Health Department to implement video-based trainings on the topics of risks associated with opioid use, overdose recognition and response, naloxone administration, Screening, Brief Intervention, and Referral to Treatment (SBIRT) and other substance abuse issues for partner organizations, health care providers and school counselors, and substance abuse education for community

members delivered via web-based outlets, social media, and showings by partner organizations.

Commissioner O'Connor questioned the use of funds for a Day Reporting Pilot Program. He noted the \$100,000 was provided as a one-time only type funding and that if the pilot program was successful, as he hopes it will be, additional funds would be required to continue the program. He suggested funding for the program should be a part of the Sheriff's budget. He also suggested a public hearing be held to allow citizens to provide their input on the Day Reporting Center.

I move to approve the plan for distribution of the FY 2016 \$100,000 allocation to the Health Department for substance misuse prevention and control.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Nay: Commissioner O'Connor

B. DEPT OF LAND USE AND GROWTH MANAGEMENT - Introduction of Request for Comprehensive Water and Sewerage Plan (CWSP) Amendment: Water Service Category for St. Anne's Anglican Church in Charlotte Hall

Present: Phil Shire, Director
Dave Chapman, Capital Facilities Planner

Land Use and Growth Management requested a public hearing be held to change the Comprehensive Water and Sewer Plan service category from W-6D (service in 6 to 10 years, developer financed) to W-3D (service in 3 to 5 years, developer financed) for 3.657 acres located at 29530 Charlotte Hall Road in anticipation of providing public water service for a future parish hall. The property is in the vicinity of the McCauley parcel that was changed earlier in the spring.

I move that the Department of Land Use and Growth Management be authorized to schedule a public hearing on the proposed amendment to change the water service category."

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

C. OFFICE OF THE COUNTY ATTORNEY - Resolution and Memorandum of Understanding Establishing Procedures for Asset Forfeitures

Present: George Sparling, County Attorney

The Commissioners of St. Mary's County adopted Resolution 2011-28 which designated the Chief Financial Officer for St. Mary's County as the local financial authority and the County Attorney as the forfeiting authority. Prior to that resolution, the State's Attorney was the forfeiting authority, and he would like to assume that role again. The St. Mary's County Attorney feels this is in the best interest of all concerned and recommended a Memorandum of Understanding be signed designating the Sheriff of St. Mary's County as the seizing authority, the Chief Financial Officer of St. Mary's County as the local financial authority, and the State's Attorney for St. Mary's County as the forfeiting authority. A resolution repealing Resolution 2011-18 and replacing it with one that designates the Chief Financial Officer of St. Mary's County as the local financial authority and the State's Attorney for St. Mary's County as the forfeiting authority was also recommended.

I move to adopt the proposed Resolution and to authorize the Commissioner President to execute the Memorandum of Understanding with the State's Attorney for St. Mary's County and the Sheriff of St. Mary's County establishing procedures for asset forfeitures.

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

D. OFFICE OF THE COUNTY ATTORNEY - Amendment of §217-1 of the Code of St. Mary's County, Maryland, to Establish the Effective Date of Revisions and Amendments of the National Electrical Code

Present: George Sparling, County Attorney

A public hearing was held on September 1, 2015, concerning this matter with no comments received from the public.

I move to adopt the Ordinance amending §217-1 of the Code of St. Mary's County, Maryland, to establish the effective date of revisions and amendments of the National Electrical Code.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

5. COMMISSIONER'S TIME

The Commissioners highlighted events attended over the past week and provided general comments.

Commissioner Jarboe announced that the Medical Cannabis presentation originally announced for September 29, 2015, has been moved to October 6, 2015 (tentative).

6. ADJOURN

The meeting adjourned at 3:26 pm.

Minutes Approved by the Commissioners of St. Mary's County on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)