

**Commissioners of St. Mary's County Meeting Minutes (Tuesday, September 20, 2016)**  
*Generated by Sharon Ferris on Tuesday, September 20, 2016*

**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. DEDICATION CEREMONY SPRING RIDGE MIDDLE SCHOOL**

Prior to the start of the regular business meeting, the Commissioners attended the dedication ceremony for Spring Ridge Middle School, 19856 Three Notch Road, Lexington Park, MD 20653.

**2. WELCOME**

Commissioner President Guy opened the business meeting of the Commissioners of St. Mary's County at 10:40 am in the Chesapeake Building meeting room, Governmental Center.

**Approval of Minutes**

I move to approve the minutes of September 13, 2016 as presented.

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

Final Resolution: Motion Carries

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

**3. PROCLAMATION**

A proclamation was presented for Economic Development Week

#### **4. PRESENTATION**

##### **A. Invitation to the 70th Annual St. Mary's County Fair**

**Present:** Mr. John Richards, President, St. Mary's County Fair Association

Mr. Richards formally invited Commissioners and County residents to attend the County Fair which begins on Thursday, September 22, 2015, and continues through Sunday, September 25, 2015.

#### **5. MAIN AGENDA ACTION ITEM(S)**

##### **A. BOARD OF EDUCATION - FY2018 - FY2023 State Capital Improvements Program**

**Present:** Mr. J. Scott Smith, Superintendent of St. Mary's County Public Schools  
Dr. Jeffrey Walker, Assistant Superintendent of Supporting Services  
Ms. Kimberly Howe, Director Capital Planning

An overview of the process used to identify projects in the St. Mary's County Public School's FY2018-2023 State Capital Improvements Program was presented, along with the projected funding needed from the County.

I move that the Commissioners of St. Mary's County sign the letter of support for the FY2018 to FY2023 State Capital Improvements Program as approved by the Board of Education on September 14, 2016, to be submitted to the Public School Construction Program, in accordance with the state procedures.

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

#### **6. COUNTY ADMINISTRATOR**

##### **A. DRAFT AGENDA ITEMS FOR SEPTEMBER 27, AND OCTOBER 4, 2016**

**B. BOARD OF EDUCATION - Request for FY2016 Category Transfer and FY2017 Use of Fund Balance**

I move the Commissioners of St. Mary's County approve the Board of Education's request for a FY2016 category transfer in the amount of \$258,000 and execute the associated documents.

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

Final Resolution: Motion Carries

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

**C. CIRCUIT COURT - Adult & Juvenile Drug Court Grant Award**

I move to approve the Adult Drug/DWI Court Grant Award, Project US1725 from the Maryland Highway Safety Office on behalf of the Circuit Court in the amount of \$43,505, the related budget amendment reducing the project budget by \$11,074, and also the related Sub-recipient Agreement between the County and The Jude House, Inc. for \$6,000 for substance abuse services, 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

**D. DEPT. OF ECONOMIC DEVELOPMENT - Amending the Encroachment Protection Agreement**

I move to approve and authorize the Commissioner President to sign Amendment 21 to the Multi-Year Encroachment Protection Agreement, Navy Contract Number N62470-09-RP-00018 adding the Southern Maryland Resource Conservation and Development Board, Inc. and others to the Encroachment Protection Agreement.

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

Final Resolution: Motion Carries

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

**E. DEPT. OF PUBLIC WORKS & TRANSPORTATION - Navy Museum Buildings B & C Upgrades**

I move to approve and authorize Commissioner President Guy to execute the two budget amendments: 1) closing the Traffic Control Signals project #HW1102 and decreasing the Building Maintenance and Repair Projects programmatic and critical PF1607 and PF1608 and return the unspent funds and appropriation authority to the FIN17 Capital Reserve; and 2) to transfer budget authority from the FIN17 Capital Reserve to the Navy Museum Building B & C Upgrade project to allow award for the repair and upgrade contract.

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

**F. SHERIFF'S OFFICE** - Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY16 US1736

I move to approve and authorize Commissioner President Guy to execute the Edward Byrne Memorial Justice Assistance Grant (JAG) Award, Project US1736, from the US Department of Justice, in the amount of \$18,783, and the related budget amendment to increase the project by \$1,656.

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

**G. SHERIFF'S OFFICE** - Cooperative Reimbursement Agreement FFY2017 - US1717

I move to approve and authorize Commissioner President to execute the budget amendment in accordance with the grant agreement for the Cooperative Reimbursement Agreement FFY2017 - US1717.

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

**H. DEPT. OF FINANCE** - Budget Amendment to Realign Project Funding Sources and Transfer Interest Expense to CSMC Reserve

I move to approve the budget amendment revising the funding sources in Asphalt Overlay, Regional Water Quality, Piney Point Elementary School Roof, Mechanicsville Elementary School Bus Parking Lot, and Leonardtown Park Capital Projects between Transfer Tax and General Obligation Bonds, and approve the budget amendment transferring unspent interest budget to the Commissioners Emergency Reserve, 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

## **I. DEPT. OF FINANCE - Acceptance of the FY2018 Budget Calendar**

I move that we accept the FY2018 Budget Calendar as presented and direct staff to circulate the instructions and schedule the meetings based on this calendar.

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

## **7. COMMISSIONER'S TIME**

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

## **8. EXECUTIVE SESSION**

### **MOTION TO ENTER INTO EXECUTIVE SESSION**

I move to enter into Executive Session for the purpose of discussing Disposition of Real Property, Personnel (Boards, Committees & Commissions) and Litigation Report.

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

Final Resolution: Motion Carries

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

#### **A. Disposition of Real Property**

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  
George Sparling, County Attorney  
George Erichsen, Director, Dept. of Public Works & Transportation  
Christine Fleming, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 12:35 pm - 1:00 pm

Purpose: To discuss real property disposition.

## B. Litigation

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  
George Sparling, County Attorney  
Christine Fleming, Recorder

Authority: §9-512(a)(2) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 1:00 pm - 1:12 pm

Purpose: To discuss litigation.

## C. Personnel (Boards, Committees and Commissions)

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  
Diane Gleissner, Sr. Admin. Coordinator  
Christine Fleming, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 1:12 pm - 1:25 pm

Purpose: To discuss personnel issues pertaining to Boards, Committees and Commissions

## **9. ADJOURN**

The meeting adjourned at 1:25 pm.

Minutes Approved by the Commissioners of St. Mary's County on 9/27/16

SLF  
Sharon Ferris, Senior Administrative Coordinator