

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Tuesday, September 28, 2010**

Present: Commissioner President Francis Jack Russell
Commissioner Kenneth R. Dement
Commissioner Lawrence D. Jarboe
Commissioner Thomas A. Mattingly, Sr.
Commissioner Daniel H. Raley
John Savich, County Administrator
Sharon Ferris (Recorder)

**THE COMMISSIONERS TOURED THE NEWLY RENOVATED
LEONARDTOWN MIDDLE SCHOOL AT 9:00 AM.**

CALL TO ORDER

Commissioner President Russell called the meeting to order at 10:00 am.

ADDITIONS/DELETIONS TO AGENDA

Department of Information Technology: Update on Recent Network Outage was added to the agenda.

APPROVAL OF CHECK REGISTER

Commissioner Mattingly moved, seconded by Commissioner Jarboe, that the bills submitted for September 28, 2010, be approved as presented. Motion carried 5-0.

APPROVAL OF MINUTES

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve the minutes of the meeting of Tuesday, September 21, 2010, as amended. Motion carried 5-0.

DEPARTMENT OF INFORMATION TECHNOLOGY: UPDATE ON RECENT NETWORK OUTAGE

Present: Bob Kelly, Director, Dept. of Information Technology

Mr. Kelly briefed the Commissioners on the network outage which occurred on Sunday, September 26th, affecting all operations in County Government. During the outage, the Sheriff's Office and 9-1-1- dispatchers immediately switched to manual paper operations. The issue was resolved by the end of the day and operations resumed to normal. An after action report is forthcoming.

COUNTY ADMINISTRATOR

1. Draft Agenda for October 5, 2010. There will be no meeting on October 12.

2. **St. Mary's County Public Schools** (*Dr. Michael Martirano, Superintendent; Brad Clements, Chief Operating Officer*)

Commissioner Raley moved, seconded by Commissioner Jarboe, that the BOCC deny the request for an additional \$380,000 in local funding for capital projects due to insufficient funding available in our CIP reserve, and strongly recommend that the BOE incorporate these requests into their 2012 budget request. Motion carried 5-0.

3. **Circuit Court** (*Teresa L. Weeks, Senior Legal Assistant*)

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and accept the Family Services Grant award, project MD1020 from the Administrative Office of the Courts, in the amount of \$120,088 and authorize the Commissioner President Russell to execute the related budget amendment to decrease the project budget and expenses by \$25,628 in accordance with the actual agreement/award. Motion carried 5-0.

4. **Department of Aging** (*Lori-Jennings-Harris, Director*)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President to execute the Application/Area Plan Update, projects US1102, US1104, US1105, US1108, US1109 and US1133 from the Maryland Department of Aging on behalf of the St. Mary's County Department of Aging for various programs and services for the seniors of St. Mary's County in the amount of \$247,676. Motion carried 5 to 0.

5. Department of Public Safety (*Dave Zylak, Director, Jaclyn Shaw, Manager of Emergency Management; Stanley Williams, Emergency Coordinator and Gerald Gardiner, Fire Board President*)

Commissioner Dement moved, seconded by Commissioner Raley, to approve and accept the Staffing for Adequate Fire and Emergency Response Grant (US1179) from the Federal Emergency Management Agency on behalf of the Department of Public Safety for the funding of a Recruitment and Retention Program in the amount of \$335,332, for a four (4) year period, which involves the hiring of one (1) new position already classified by the Director of Human Resources, pursuant to review and process, and which is already included in the FY2011 approved budget. Motion carried 4 to 0. Commissioner Mattingly abstained.

6. Department of Human Services (*Cynthia Brown, Interim Director; Jackie Beckman, Program Coordinator*)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to execute the St. Mary's County Community Traffic Safety Program grant award, project #US1121, from the Maryland State Highway Administration's Highway Safety Office on behalf of the Department of Human Services for program management, administration, and implementation of traffic safety programs in the amount of \$99,500, (excluding the \$5,700 required match) and to also execute the related budget amendment that includes increasing County funding by \$5,700 using the salary savings from a recently vacant position and that approval of this grant involves a position not included in the FY2011 approved budget and is a position without the merit increase for FFY11 as indicated by the grantor; and to authorize the addition of the following position: 1 FTE Community Traffic Safety Program Coordinator, Grade 8, in the Department of Human Services, as classified by the Director of Human Resources, pursuant to review and process, to be effective for the period of the grant and subject to grant funding, to be granted no merit increase. Motion carried 5 to 0.

7. Department of Economic and Community Development (*Bob Schaller, Director; Dennis Nicholson, Executive Director, Housing Authority of St. Mary's County*)

Commissioner Raley moved, seconded by Commissioner Jarboe, to approve and authorize the Commissioner President, to execute the Letter for the Transfer of the St. Mary's County, Maryland Tax Exempt Housing Bond allocation to the Maryland Department of Housing and Community Development's (DHCD) Community Development Administration (CDA), irrevocably transferring \$3,237,125 of the County's On-Behalf-Of Tax Credit Bond Allocation for the FY2010 to the CDA for use in issuing housing bonds on behalf of St. Mary's County, Maryland. Motion carried 5 to 0.

8. Department of Recreation and Parks (*Phil Rollins, Director*)

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President Russell to execute the budget amendment to close out a portion of the Three Notch Trail Phase V project #PA0804 in the total amount of \$527,794, and return this amount to the FIN11 account. Motion carried 5 to 0.

9. Sheriff's Office (*Captain Steven Hall; Erin Shoemaker, Fiscal Manager*)

Commissioner Dement moved, seconded by Commissioner Mattingly, to approve and authorize Commissioner President to execute the Child Support Cooperative Reimbursement Agreement, Project US1117, from the State of Maryland Department of Human Resources, on behalf of the Sheriff's Office in the amount of \$364,598 and the related budget amendment that increases the Project Budget and decreases the salary account in the Detention Center and also the Supplemental Appropriation Reserve. Motion carried 5 to 0.

Commissioner Jarboe moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President Russell to execute the Equitable Sharing and Agreement Certification, from The Department of the Treasury, on behalf of the St. Mary's County Sheriff's Office. Motion carried 5 to 0.

10. Department of Public Works and Transportation (*George Erichsen, Director*)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to execute the budget amendment reducing the HW0502 County Mapping Capital Project and return the project funds in the amount of \$15,329 to the FIN11 Capital Reserve. Motion carried 5 to 0.

Department of Public Works and Transportation (Cont'd)

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize Commissioner President to execute the budget amendment reducing the PF0705 Emergency Equipment Shelter Capital Project and return the projects funds in the amount of \$8,838 to the FIN11 Capital Reserve. Motion carried 5 to 0.

Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and sign Resolutions adopting Holloway Court and Camden Court; installing signage for speed limit on Thornburg Drive, Holloway Court and Camden Court in the Forest Farm Subdivision, Section 3 Phases 9 and 10; and to erect a stop sign at Camden Court in the Forest Farm Subdivision, Section 3, Phase 10, and also to authorize Commissioner President to execute the Public Works Agreements and Agreement Addenda as outlined in Mr. Ericksen's memo dated September 17, 2010 and identified in the itinerary as a. through f. Motion carried 5 to 0.

- a. Public Works Agreement for Kessler Court Subdivision, located in the 1st Election District, with an expiration date of August 1, 2011.**
- b. Public Works Agreement for the Continued Maintenance and Repair for Forest Farm Subdivision, Section 3, Phases 9 and 10, located in the 3rd Election District, with an Expiration Date of July 1, 2011.**
- c. Public Works Agreement Addendum for Primrose Park of Wildewood, Phase 1, located in the 8th Election District, with an Expiration Date of September 1, 2011.**
- d. Public Works Agreement Addendum for Primrose Park of Wildewood, located in the 8th Election District, with an Expiration Date of March 1, 2011.**
- e. Public Works Agreement Addendum for Woodland Park of Wildewood, located in the 8th Election District, with an Expiration Date of April 1, 2011.**
- f. Public Works Agreement Addendum for Greenbrier Subdivision, Section 3, located in the 8th Election District, with an Expiration Date of August 1, 2011.**

Commissioner Raley moved, seconded by Commissioner Dement, to approve and accept the St. Jerome's Creek Study State Grant award Project MA 0902 from the Department of Natural Resources on behalf of the Department of Public Works & Transportation for the Feasibility Study in the amount of \$100,000 and to authorize the Commissioner President to execute the related budget amendment that increases State funding in the project and reverts County funding back to the FIN11 Capital Reserve. Motion carried 5 to 0.

**DEPARTMENT OF LAND USE AND GROWTH MANAGEMENT: BRIEFING
ON EXTENSIONS OF TIME FOR ECONOMIC CONDITIONS**

Present: Derick Berlage, Director, Dept. of Land Use and Growth Management
Bob Bowles, Planner, Dept. of Land Use and Growth Management

Mr. Berlage provided an update on the impact of the Comprehensive Zoning Ordinance and Subdivision Ordinance amendments, which provide additional approval time for approved development projects in light of the economic conditions. The Department has received 38 requests for extension of time under this provision and all requests have been approved. Approvals are not automatic; applicants must show good cause to extend the project before approval is given.

**DEPARTMENT OF PUBLIC SAFETY: ADOPT ST. MARY'S CO. EMERGENCY
OPERATIONS PLAN**

Present: Dave Zylak, Director, Dept. of Public Safety
Jaclyn Shaw, Manager of Emergency Management, Dept. of Public Safety
Gerald Gardiner, Emergency Planner, Dept. of Public Safety

Mr. Zylak presented the revised St. Mary's County Emergency Operations Plan (EOP) that replaces the one adopted in 2002. This plan incorporates the National Response Plan and National Incident Management System principles which are a requirement of Department of Homeland Security.

Commissioner Raley noted that there is no Chief of Staff as stated on page 30 of the EOP.

Commissioner Jarboe moved, seconded by Commissioner Mattingly, to approve and adopt the St. Mary's County Emergency Operations Plan dated September 2010 as a living document which will be maintained by the Dept. of Public Safety and updated as necessary to respond and recover from all hazards that could impact our jurisdiction and increase the overall preparedness level for St. Mary's County; and to sign the Executive Order contained therein. Motion carried 5 to 0.

**STATE HIGHWAY ADMINISTRATION: UPDATE ON MD 4-THOMAS
JOHNSON BRIDGE STUDY**

Present: Zane Rettstatt, Project Engineer, Dept. of Public Works and Transportation
Chrissy Sheckells, Environmental Manager, Environmental Planning Division, SHA
Jeremy Beck, Project Manager, Project Management Division, SHA

Representatives from the State Highway Administration provided the status of the MD4-Thomas Johnson Bridge Project and the recommended alternatives under consideration. A Public Hearing on this project is scheduled for Wednesday, September 29th at 6:30 pm at Esperanza Middle School.

Commissioner Russell requested a letter of support for the MD 4 Thomas Johnson Bridge Project be prepared.

COMMISSIONER'S TIME

The Commissioners highlighted upcoming events, those attended over the past week and personal items of interest.

Commissioner Mattingly requested revisiting the Health Department's H1N1 vaccine program for the Middle Schools that was presented at the September 21st meeting and possibly finding the funding.

DEDICATION AND GRAND OPENING OF THE WELLNESS & AQUATICS CENTER, BUILDING D, COLLEGE OF SOUTHERN MARYLAND

Present: Dr. Brad Gottfried, President, College of Southern Maryland
Dr. F.J. Talley, VP and Dean, Leonardtown Campus
Trustees
CSM Foundation Directors

The Commissioners attended the dedication and ribbon cutting ceremony for the Wellness and Aquatic Center at the College of Southern Maryland.

ADJOURNMENT

The meeting of the Board of County Commissioners adjourned at 3:10 pm.

Minutes Approved by the Board of County Commissioners on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)