

**ST. MARY'S COUNTY  
BOARD OF COUNTY COMMISSIONERS' MEETING  
GOVERNMENTAL CENTER  
Tuesday, February 22, 2005**

**Present:** Commissioner President Thomas F. McKay  
Commissioner Kenneth R. Dement  
Commissioner Lawrence D. Jarboe  
Commissioner Thomas A. Mattingly, Sr.  
Commissioner Daniel H. Raley  
George G. Forrest, County Administrator  
Kate Mauck, Senior Administrative Coordinator (Recorder)

**CALL TO ORDER**

The meeting was called to order at 9:08 a.m.

**APPROVAL OF CHECK REGISTER**

**Commissioner Jarboe moved, seconded by Commissioner Mattingly, to authorize the Commissioner President to sign the Check Register. Motion carried.**

**APPROVAL OF MINUTES**

**Commissioner Jarboe moved, seconded by Commissioner Raley, to approve the minutes of the Commissioners' meeting of Tuesday, February 8, 2005. Motion carried.**

**Commissioner Raley moved, seconded by Commissioner Mattingly, to approve the minutes of the Commissioners' meeting of Tuesday, February 15, 2005. Motion carried.**

**SUPPLEMENTAL APPROPRIATION HEARING FOR FY03 STATE  
HOMELAND SECURITY GRANT PROGRAM CLOSE-OUT GRANT AWARD  
IN ORDER TO PURCHASE INTEROPERABILITY EQUIPMENT**

**Present:** Elaine Kramer, Chief Financial Officer  
Patrick Walsh, Director, Department of Public Safety

On January 31, 2005, the Board of County Commissioners granted approval for the scheduling of a supplemental appropriation public hearing for a \$496,000 Homeland Security Grant for Public Safety to purchase interoperability equipment for first

responders in St. Mary's County. On February 15, 2005, Commissioners were presented with a Memorandum of Agreement, Notice of Award Document, for the \$496,000 grant funding. Proper legal advertisement for the public hearing was placed in *The Enterprise* newspaper on February 11 and 16, 2005.

Commissioner President McKay opened the public hearing for public comment regarding the matter. As no one was present to speak, the public hearing was closed. The matter will remain open for written public comment for a period of ten days, and will then be placed on an upcoming agenda for discussion and a final decision.

### **AFRICAN-AMERICAN HISTORY MONTH PRESENTATION: LETTIE MARSHALL DENT ELEMENTARY**

Students from Lettie Marshall Dent Elementary School presented art projects and a musical celebration in honor of African-American History Month.

### **COUNTY ADMINISTRATOR**

1. Draft Agendas for March 1 and 8, 2005

2. **Department of Public Safety**

Present: Patrick Walsh, Director

a. **Commissioner Mattingly moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President to sign Budget Amendment (\$8,800) to reallocate funding from Other Contract Services to the Radio Tech Account to address adjustments to the fire/rescue paging system infrastructure. Motion carried, 5-0.**

b. **Commissioner Mattingly moved, seconded by Commissioner Jarboe, to approve and authorize the Commissioner President to sign Budget Amendment (\$18,000) for Emergency Services to make training funds available to ALS for paramedic training by the ALS Unit, and that the program guidelines may be developed and administered by the ALS Unit. Motion carried, 5-0.**

3. **Recreation, Parks, and Community Services**

Present: Phil Rollins, Director  
Bill Ball, Parks Manager

**Commissioner Mattingly moved, seconded by Commissioner Jarboe, to approve and authorize the Commissioner President to sign Memorandum of Understanding for an additional \$15,305 in Damage Assessment Restoration**

**Plan grant funding for Forest Landing Public Landing and related Budget Amendment. Motion carried, 5-0.**

**4. Department of Economic and Community Development**

Present: John Savich, Director

**Commissioner Raley moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President to sign Budget Amendment (\$75,000) for the Southern Maryland Navy Alliance in order to fund efforts toward protection of the facilities at Patuxent River NAS and Webster Field due to the BRAC process. Motion carried, 5-0.**

**5. Boards, Committees, and Commissions**

**Commissioner Jarboe moved, seconded by Commissioner Raley, to approve and sign letters of appointment for Boards, Committees, and Commissions as outlined below. Motion carried, 5-0.**

**Boards, Committees, and Commissions**  
**Expire**

**Terms to**

**Agriculture, Seafood, and Forestry Commission**

James Barry Roache  
2007

December 31,

**Commission on the Environment**

John B. Wheeler \* Water Policy Task Force Representative  
2008

December 31,

**Emergency Services Committee**

Pamela Lewis \* MVRS Representative  
David Harrigan \* MVRS Alternate

**Plumbing Board**

William A. Shreve, Sr. \* Metropolitan Commission Representative

**6. Department of Public Works & Transportation**

Present: George Erichsen, Director

- a. Public Works Agreement Addendum for Pepper Ridge of Wildewood Subdivision, Section 3. *Located in the 8th Election District with an expiration date of July 1, 2005. The Letter of Credit provided by the Mercantile Southern Maryland Bank*

- in the amount of \$97,000 remains as posted based on the Department's Inspection Report dated January 21, 2005. The Public Works Agreement and Letter of Credit in the amount of \$173,200 were originally issued on March 1, 2000. The roads included in this agreement are: Sassafras Drive (909') and Cypress Drive 771').*
- b. *Public Works Agreement Addendum for Forrest Farm Subdivision, Section 3, Phases 1, 1A and 2. Located in the 3rd Election District with an expiration date of February 1, 2006. The Letter of Credit provided by the Mercantile Southern Maryland Bank in the amount of \$87,500 remains as posted based on the Department's Inspection Report dated January 18, 2005. The Public Works Agreement and Letter of Credit in the amount of \$225,100 were originally issued on March 20, 2002. The roads included in this agreement are: Pembroke Drive (1,060'), Carriage Court (654'), and Nicholson Street (2,512).*
- c. *Public Works Agreement Addendum for Greenbrier Subdivision, Section 4. Located in the 8th Election District with an expiration date of February 1, 2006. The Letter of Credit provided by the Maryland Bank & Trust Company in the amount of \$174,512 has been reduced to \$103,100 based on the Department's Inspection Report dated January 19, 2005. The Public Works Agreement and Letter of Credit in the amount of \$444,000 were originally issued on March 18, 1999. The roads included in this agreement are: Freedom Run Drive (882'), Sorrell Drive (1,005'), Festival Court (363'), Olympia Court (297'), Coronet Place (138').*
- d. *Public Works Agreement Addendum for Greenbrier Subdivision, Section 6. Located in the 8th Election District with an expiration date of April 1, 2006. The Letter of Credit provided by the Maryland Bank & Trust Company in the amount of \$245,400 has been reduced to \$88,100 based on the Department's Inspection Report dated January 3, 2005. The Public Works Agreement and Letter of Credit in the amount of \$245,400 were originally issued on May 19, 2004. The roads included in this agreement are: Willow Wood Drive (861') and Woodland Court (228').*
- e. *Public Works Agreement Addendum for St. James Subdivision, Section 3. Located in the 1st Election District with an expiration date of February 1, 2006. The Letter of Credit provided by the Bank of America in the amount of \$50,500 remains as posted based on the Department's Inspection Report dated January 24, 2005. The Public Works Agreement and Letter of Credit in the amount of \$146,000 were originally issued on March 28, 2003. The road included in this agreement is: King James Parkway (1,361').*

**Commissioner Raley moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President to sign Public Works Agreement Addenda items a, c, and d. Motion carried, 5-0.**

**Commissioner Mattingly moved, seconded by Commissioner Jarboe, to approve and authorize the Commissioner President to sign Public Works Agreement Addendum item b. Motion carried, 5-0.**

**Commissioner Dement moved, seconded by Commissioner Raley, to approve and authorize the Commissioner President to sign Public Works Agreement Addendum item e. Motion carried, 5-0.**

Also Present: Joyce Malone, Real Property Manager

- f. Commissioner Raley moved, seconded by Commissioner Dement, to approve and authorize the Commissioner President to sign the Metropolitan Commission's Request for Change in Billing for tenants of the old Lexington Park Library. Motion carried, 5-0.**

**DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION AND  
DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT: UPDATE  
ON CHARLOTTE HALL WELCOME CENTER**

Present: John Savich, Director, Department of Economic & Community  
Development  
Carolyn Laray, Laray, Tourism Development Coordinator

The Department of Economic & Community Development presented information regarding the Charlotte Hall Welcome Center, which included a cost estimate that is consistent with the budget totals in the previously approved FY 2005 CIP and draft FY 2006 CIP. It was reported that the status of House Bill 304, which was submitted by the Southern Maryland Delegation for matching bond funds of \$437,000, was unknown at this time. Details regarding center design and construction, center operation, an interim center, and a total cost estimate of \$874,000 were presented and discussed in detail.

Detailed images were presented and discussed as follows:

- Concept sketch;
- View through interior;
- Existing façade;
- Improved façade;
- First floor (Welcome Center Area); and
- Sign treatment option.

The goal for opening the Visitor's Center to visitors is September of 2005. Discussion took place regarding Phase 1 and Phase 2 of the project. In addition, some of the

Commissioners preferred to tie together or incorporate the enhancement of community aspects as well as visitor aspects of the Center, and to see these enhancements as one complete package. This would include community aspects beginning at the Northern Senior Center, and moving down through Three Notch Trail, to the Welcome Center, the Charlotte Hall Veteran's Home, and the Charlotte Hall Library.

Discussion took place regarding the inability to plan for the inclusion of bond funding by the state, and the need to prepare for the lack of supplemental funding. Mr. Erichsen reported that a public forum would be held on March 16<sup>th</sup> in order to receive community input on the project, and that a report would be presented to the Commissioners regarding input received by the public. All aspects of the project would be presented and discussed. Ms. Laray stated that design possibilities would be placed in the Charlotte Hall Library for public exhibition at least one week prior to the public forum, and that the department is working with the Public Information Office in order to properly notify the public of the exhibit as well as the public forum.

It was determined that the importance of accommodating recreational vehicles in the parking area could not be understated. It was reported that Bob Kelly, IT Director, would be presenting information regarding IT aspects of the project, which would require additional funding in the amount of \$25,000. This would be discussed in the budget work session to follow at the conclusion of the regular meeting.

### **DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION: DISCUSSION OF ALTERNATIVES FOR MEETING COUNTY SPACE NEEDS**

Present: George Erichsen, Director

Mr. Erichsen presented an update on Governmental Center space needs, outlining accomplishments to date, items remaining, square footage space needs per department/agency, space availability, the current draft CIP for FY2006, and other alternatives for consideration and discussion. Several options were presented for consideration.

The following direction was given:

- *Staff should look at option that was presented to past Board of County Commissioners that would provide for expansion outward, from the front of the current building;*
- *Have the Executive Management Team review the options and present their recommendations to the Board of County Commissioners; and*
- *Option(s) recommended should include moving as many personnel back onto the main Governmental Center campus as possible.*

The Board of County Commissioners, after adjournment of the regular meeting, conducted a Budget Work Session. After conclusion of the Budget Work Session, the

Board of County Commissioners departed the building in order to attend the St. Mary's and Charles County Joint BRAC Presentation to Senator Barbara Mikulski at the Waldorf Jaycees Hall, located on Route 301 in Waldorf, Maryland.

**ADJOURNMENT**

The meeting adjourned at 11:25 a.m.

Minutes Approved by the Board of County Commissioners on \_\_\_\_\_

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Kate Mauck, Senior Administrative Coordinator