

**MINUTES
REGULAR MEETING
ST. MARY'S COUNTY METROPOLITAN COMMISSION
OCTOBER 22, 2009**

The meeting, held on location at Greenwell State Park, commenced at 8:35 a.m. In attendance were Commissioners Werner, St. Clair, Hanson, Tudor and Oliver (representing Captain Andrew Macyko); staff members Meiser, Ichniowski, Frederick, Shick, Cullins, Fehn and Bryan.

MOTION TO APPROVE AGENDA

Commissioner Hanson moved to approve the Agenda as presented by staff. Commissioner St. Clair seconded the motion and approval was unanimous.

APPROVAL OF MINUTES

Commissioner Hanson moved to approve Minutes of Regular Meeting dated October 08, 2009. Commissioner Tudor seconded the motion and approval was unanimous.

APPROVAL OF CONSENT AGENDA

Commissioner St. Clair moved to accept the Consent Agenda as presented, and to hereby approve all matters contained upon the Consent Agenda. Commissioner Tudor seconded the motion and approval was unanimous.

A copy of the Consent Agenda, containing Standard Reports and Capital Improvement Budget Amendment for FY10-FY14 to provide adequate funding for Barrister's Landing and the St. Clements Shores Back-Up Well, is attached to the Minutes.

DIRECTOR'S REPORT

A. Joint Meeting with BOCC re: Navy Privatization

Ms. Meiser reported that a consensus for a meeting to be held on either November 10th, or November 17th, cannot be reached. Therefore, because of the impending holidays, it will be delayed until January, 2010. The Board will be informed of available dates.

B.Task Force

Ms. Meiser briefly reported on topics discussed at the most recent Task Force meeting held on October 14th; the primary focus of which was presentations from the Human Resources and Engineering Departments. Sitting Board members, Ms. Guazzo and Ms. McNeill, will present general informational summaries on the Planning Commission at the next meeting scheduled to be held on October 28th. She also believes that Ms. Parker Cox will offer a comparison between MetCom's operations and how it is governed, with water and sewer utilities in other jurisdictions.

She concluded that the majority of Task Force members have signed up for tours of the Marlay-Taylor WRF, the first of which will be held next Monday, October 26th.

CHIEF FINANCIAL OFFICER'S REPORT

A. Identity Theft Update

As required, Ms. Shick presented the Board with an annual review of the Identity Theft Program which was approved in October, 2008. A copy of the document is attached to the Minutes.

ENGINEER'S REPORT

A.St. Clements Shores Back-Up Well Contract Bid Award

Mr. Frederick referred to the Purchasing Agent's Memorandum dated October 22, 2009, in which she recommends that tentative award be granted to A.C. Schultes of Maryland, Inc., for their responsible and responsive bid submittal for the referenced Contract. Final award will be granted by the Maryland Department of the Environment and the Board of Public Works.

Mr. Frederick reported that MDE's funding of the well portion will be delayed because of minor issues associated with it, but that the contractor's bid document is valid for 90 days.

Commissioner St. Clair moved to approve the base bid dated October 7, 2009 from A. C. Schultes of Maryland, Inc., for \$312,000.00 to construct the

St. Clements Shores Backup Well Project #2081WL pending MDE loan approval. Commissioner Hanson seconded the motion and approval was unanimous.

EXECUTIVE SESSION

Commissioner Tudor moved to adjourn into Executive Session at 9:00 a.m. to discuss potential litigation and personnel. Commissioner St. Clair seconded the motion and approval was unanimous.

The meeting readjourned into Regular Session at 9:17 a.m.

Commissioner Hanson amended her motion to approve Minutes of Executive Session dated October 08, 2009, with the correction that Commissioner St. Clair did not attend the meeting. Commissioner Tudor seconded the motion and approval was unanimous, with the exception of Commissioner St. Clair who abstained from voting.

COMMISSIONER'S TIME

Commissioner Tudor noted his interest in touring any additional MetCom sites that are arranged in the future. At this point, Mr. Frederick noted that Wildewood is currently constructing a unique 750,000 gallon water tower, and he would be pleased to arrange a tour of it.

ADJOURNMENT

There being no further business, Commissioner St. Clair moved to adjourn at 9:23 a.m. Commissioner Hanson seconded the motion and approval was unanimous.

