

**DRAFT AGENDA**  
**ST. MARY'S COUNTY METROPOLITAN COMMISSION**  
**REGULAR MEETING**  
**THURSDAY, NOVEMBER 16, 2023 – 3:00 P.M.**

**APPROVAL OF THE AGENDA**

**APPROVAL OF MEETING MINUTES**

- *Regular Session October 26, 2023*

**LENGTH OF SERVICE AWARDS**

1. Raymond Lacey, 25 Years
2. Patricia Stiegman, 5 Years
3. James Dean, 5 Years

**INFORMATIONAL PRESENTATION**

1. Employee Health Care Center Initiative – *Catherine Pratson, Director of Human Resources, St. Mary's Co. Govt. & David Yingling, Deputy County Administrator, St. Mary's Co. Govt.*

**EXECUTIVE DIRECTOR'S REPORT**

1. Transition Plan Procedures – Continuity of Operations, Policy #ADM-23-02
2. Legal Services Contract Option Year Renewal

**NEW BUSINESS**

1. Water Use Billing Adjustment Request – *Patty Stiegman & Jamie Guy*
2. Signature Authority – Continuity of Operations, Policy #FIS-23-03 – *Patty Stiegman*
3. Town Creek Water System Replacement Phase 5 Design Services Contract Award – *Christy Hollander*
4. Wicomico Shores Bar Screen Unit Refurbishment Project – *Ed Hogan*

**FUTURE AGENDA ITEMS – Next Tentative Meeting Date: December 14, 2023**

**EXECUTIVE SESSION – To Discuss Litigation**

**COMMISSION MEMBERS' TIME**

**ADJOURNMENT**

*The meetings are being live-streamed for public viewing using the following link: [St. Mary's County Metropolitan Commission - YouTube](#).*

*All meetings of the Metropolitan Commission are public meetings, commencing in the Main Conference room of the Administrative Office, located at 23121 Camden Way, California, MD 20619. All or part of the meeting may be conducted in Executive Session.*

*Written requests for an opportunity to be heard must be submitted in advance to [agenda\\_request@metcom.org](mailto:agenda_request@metcom.org) or [Istanley@metcom.org](mailto:Istanley@metcom.org). To obtain additional information, Visit: <https://www.metcom.org/boc>.*