

Regular Meeting of County Commissioners
Tuesday December 2, 2025 (Legislative Day)

The regularly scheduled meeting of the County Commissioners was convened in person at 9:04 a.m. with the following people in attendance:

Reuben B. Collins II, Esq., President, County Commissioner
Ralph Patterson, II, M.A., Vice President, County Commissioner
Gilbert O. Bowling, III, County Commissioner
Thomasina O. Coates, M.S., County Commissioner
Amanda M. Stewart, Ed.D., County Commissioner
Deborah Hall, Acting County Administrator
Wes Adams, County Attorney
John Adelodun, Assistant Clerk to the Commissioners

**Ralph Patterson, II, M.A., Vice President, County Commissioner was absent*

Call to Order/Pledge

Commissioner Collins called the meeting to order and began with the Pledge of Allegiance.

Roll Call

A roll call was taken. Commissioners Bowling Coates, Stewart, and Collins were present in person.

**Commissioner Patterson was absent.*

Charles County Proclamations for December 2025

2025-85 Southern Maryland Day of Giving

2025-86 Family Court Awareness Month

The Commissioners were joined by representative of the Chesapeake Charities, Leadership Southern Maryland, Charles County Charitable Trust, Pure Play Every Day, Poeima Movement, Lifestyles of MD, Charles County Children's Aid Society, Inc, Sagepoint Senior Services Foundation, Youth EmpowerMe Foundation, Charles County Literacy Council, Camp St. Charles, Center For Children Inc, Salvation Army of Southern Maryland, Choice Care, Ivy and Pearls of Southern Maryland Community Charities, Maryland Diaper Bank, Charles Regional Medical Center Foundation, Providence of Maryland, Hospice of the Chesapeake, Spring Dell Center, New Hope Community Outreach Services, Seeds of Courage, Mattawoman Creek Art Center, Girls on the Run of the Greater Chesapeake, Southern Maryland Tri-County CAC, Southern Maryland Chapter, Top Ladies of Distinction, Reach Back and Lift 1 to receive proclamation 2025-85 Southern Maryland Day of Giving.

**Break 9:10 a.m. – 9:17 a.m.*

Roll Call

A roll call was taken. Commissioners Bowling Coates, Stewart, and Collins were present in person.

**Commissioner Patterson was absent.*

Commissioner Comments

There were no comments

Approval of the Minutes of November 18, 2025

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A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed with Commissioners Bowling Coates, Stewart, and Collins voting in favor to approve the minutes of November 18, 2025. **Commissioner Patterson was not present for the vote*

Note Discussion after motion was made and seconded:

Commissioner Coates discussed potentially changing the name of an agenda item listed in the minutes (*Update: Commissioners' Legal Fees for Commissioner Coates Lawsuit*) to the legal court name.

A motion was made by Commissioner Bowling but there was no second to change the name to cost associated employment lawsuit.

Announcement

Next Scheduled Session(s): December 9-10, 2025.

Approval Items

Budget Amendment(s) and Budget Transfer(s):

There were no budget items for approval.

**** TO BE RESCHEDULED** Approval: Resolution 2025-(18) Condemnation For Boundary Line Adjustment**

**** TO BE RESCHEDULED** Request to Use Community Support Funds: Commission for Veterans Affairs Request**

**** TO BE RESCHEDULED** Request for Approval: Commission for Veteran's Affairs Bylaws**

****TO BE RESCHEDULED** Briefing and Request to Introduce and Schedule a Public Hearing: Proposed Bill 2025-(08) Zoning Text Amendment (ZTA) #25-188 Proposed Encroachment Text Amendment.**

Briefing: Charter School- Phoenix International School of the Arts (PISOTA)

Ms. Angelica Jackson, Chief Executive Officer, PISOTA and Ms. Christina Miller, Charles County Public Schools provided a charter school update, including curriculum model, parent engagement, staffing challenges, budget considerations, and academic performance data.

**Break 10:53 a.m. – 11:04 a.m.*

Roll Call

A roll call was taken. Commissioners Bowling Coates, Stewart, and Collins were present in person. **Commissioner Patterson was absent*

Briefing: Roles and Functions of an Inspector General and Internal Audit Office

Ms. Deborah Hall, Acting County Administrator, and Ms. Danielle Mitchell, Acting Deputy County Administrator, Office of the County Administrator; and Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County; and Mr. Jacob Dyer, Director, Department of Fiscal and

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Administrative Services provided a briefing outlining the current structure and purpose of the County's Internal Audit Office and comparing it to the potential establishment of an Inspector General (IG) Office.

Staff noted that the County has two Certified Internal Auditors (CIA); a senior and junior auditor whose mission is to provide independent review of County operations, conduct annual risk assessments, and develop an audit plan targeting areas with the highest operational or financial risk. The County's Internal Auditors are authorized to conduct forensic audits, addressing issues such as fraud, misappropriation, or embezzlement. Thirteen (13) out of twenty-four (24) Maryland jurisdictions do not have an Internal Audit (IA) office or Inspector General (IG), six (6) counties have only an Internal Audit (IA) office, including Charles County, five (5) larger counties have both an Inspector General (IG) and an Internal Auditor (IA) office. Larger counties with Inspector General (IG) and Internal Auditor (IA) offices have budgets ranging from two point three billion dollars (\$2,300,000,000.00) to seven point six billion dollars (\$7,600,000,000.00).

Staff estimates the cost for an Inspector General (IG) office to be seven hundred and twelve thousand dollars (\$712,000.00) for four (4) Full Time Employees (FTEs) with the County's current internal Audit (IA) office operating on a two hundred and fifty thousand-dollar (\$250,000.00) budget for two (2) Full Time Employees (FTEs).

Staff noted that Senior Internal Auditor Mr. Johnnie Coleman recently became a Certified Inspector General.

A motion was made by Commissioner Bowling, seconded by Commissioner Stewart and failed, with Commissioners Bowling and Stewart in favor to approve the Inspector General (IG) position contingent on passage of state legislation to enable one hundred percent (100%) oversight authority. Commissioners Coates and Collins were opposed. A roll call of the vote was taken: Commissioner Bowling-yes; Commissioner Coates-no; Commissioner Stewart-yes; Commissioner Collins-no. The motion failed two (2) to two (2). **Commissioner Patterson was not present for the vote*

The Commissioners requested a draft of an updated Internal Audit Charter to be presented at the December 9th meeting, showing potential changes to increase the scope of the Internal Auditors' jurisdiction and authority.

The Commissioners also directed staff continue research on staffing models, fiscal impact, and potential legislative options for an Inspector General's Office.

Commissioners' New Business

Commissioner Bowling indicated that he would be submitting an agenda request related to inspection and permitting process and Nuisance Abatement policies.

Closed Session

At 12:34 p.m., a motion was made by Commissioner Bowling, seconded by Commissioner Stewart and passed with Commissioners Bowling Coates, Stewart, and Collins, voting in favor to move into Close Session where all or a portion of this session may be closed pursuant to Section 3-305 (b)(1)(3)(7) of the General Provisions Article of the Annotated Code of Maryland to discuss appointments to Commissioner appointed Boards and Commissions; discuss one legal matter; and discuss a potential

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land acquisition. The reason for moving into closed session is to keep legal advice, strategies, negotiations, and personnel information confidential. **Commissioner Patterson was not present for the vote*

**Break 12:35 p.m. – 1:02 p.m.*

Summary Closed Session Items

At about 1:02 p.m., the Commissioners went into closed session.

3-305(b)(3) Potential Property Acquisition

Present: Commissioners Bowling, Coates, Stewart, and Collins, Wes Adams, Deborah Hall, John Adelodun, Danielle Mitchell, Sarah Guy, Victoria Ricket

Staff provided update on a potential Land acquisition.

The Commissioners present reached a consensus, and the official action will take place on December 9 under Approval Items- Acquisition of Land.

3-305(b)(3) Potential Property Acquisition

Present: Commissioners Bowling, Coates, Stewart, and Collins, Wes Adams, Deborah Hall, John Adelodun, Danielle Mitchell, Ms. Sarah Guy, Victoria Ricket

Staff provided an update on the status of this potential land acquisition.

**Commissioner Stewart left closed session at about 1:24 p.m.*

The consensus of the Commissioners present was to direct staff to negotiate up to the specified amount.

3-305(b)(1) Personnel- Vacancies on Commissioner Appointed Boards and Commissions

Present: Commissioners Bowling, Coates, Stewart, and Collins, Wes Adams, Deborah Hall, John Adelodun, Danielle Mitchell

Mr. John Adelodun, Assistant Clerk to the Commissioners reviewed vacancies and reappointments to Commissioner appointed Boards and Commissions.

**Commissioner Stewart returned to closed session at about 1:32 p.m.*

The Commissioners present reached a consensus, and the official action will take place on December 9 under Additional Approval Items- Action on Boards and Commissions

3-305(b)(7) Discuss Legal Matter

Present: Commissioners Bowling, Coates, Stewart, and Collins, Wes Adams, Deborah Hall, John Adelodun, Danielle Mitchell

Commissioners expressed concerns about a specific area in the County and potential issues related to development.

Mr. Wes Adams, County Attorney, Office of the County Attorney for Charles County clarified County's procedures and provided recommendations.

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A motion was made by Commissioner Stewart, seconded by Commissioner Bowling and passed, with Commissioners Bowling, Coates, Stewart, and Collins, voting in favor for the County Attorney to draft an *agreement. *Commissioner Patterson was not present for the vote*

At about 2:07 p.m., a motion was made by Commissioner Stewart seconded by Commissioner Coates and passed, with Commissioners Bowling, Coates, Stewart, and Collins, voting in favor to end this close session and adjourn. **Commissioner Patterson was not present for the vote*

John Adelodun, Assistant Clerk to the Commissioners

Reuben B. Collins, II, Esq., President