



TALBOT COUNTY, MARYLAND

County Council

MINUTES

December 23, 2014

Present – President Corey W. Pack, Vice President Laura E. Price, Dirck K. Bartlett, Chuck F. Callahan, Jennifer L. Williams, County Manager, R. Andrew Hollis, County Attorney Michael Pullen and Staff Attorney Tony Kupersmith.

- I. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, December 23, 2014.
- II. Minutes – Mr. Pack requested and received Council’s unanimous consent for approval of the Minutes of December 9, 2014.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, December 16, 2014 and Tuesday, December 23, 2014.
- IV. County Manager’s Report:
 - A. Dutchmans Lane Culvert Replacement Engineering Services – Requested Council approval to award engineering services for the Dutchmans Lane culvert replacement project to the lowest proposer, Lane Engineering, LLC, in a sum not to exceed \$12,650.00; three proposals were received for the project which involves design services for replacement of the headwalls on the culvert located just east of Easton Club East which was washed out during tropical storms Irene and Sandy. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the proposal by voting 5 – 0 as follows:
 - Mr. Pack – Aye
 - Ms. Williams – Aye
 - Mr. Bartlett – Aye
 - Ms. Price – Aye
 - Mr. Callahan – Aye
 - B. Request for Replacement Vehicle for Sheriff’s Office – Requested Council approval to expend up to \$34,000 in contingency funds for the purchase of a replacement vehicle for the Sheriff’s Office; said vehicle will replace a 2007 vehicle with approximately 190,000 miles. Mr. Hollis certified that contingency funds are available. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council approved use of contingency funding for purchase of the vehicle by voting 5 – 0 as follows:
 - Mr. Pack – Aye
 - Ms. Williams – Aye
 - Mr. Bartlett – Aye
 - Ms. Price – Aye
 - Mr. Callahan – Aye

- C. Talbot County Commission on the Aging – Requested Council approval for the appointment of Marion Donahue to the Talbot County Commission on the Aging to complete the unexpired term of Jessica Harper; said term will expire on April 1, 2016. Upon motion by Mr. Bartlett, seconded by Ms. Williams, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

- D. Mid-Shore Mental Health System’s Board of Directors – Requested Council approval for the appointment of Philip Cronan and Carolyn Wallace to four-year terms on the Mid-Shore Mental Health System’s Board of Directors; said terms will expire December 31, 2018 and November 30, 2018, respectively. Upon motion by Ms. Price, seconded by Ms. Williams, the Council approved the appointments by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

- E. Blue Ribbon Commission Oversight Committee – Requested Council approval for the appointment of Steve Capranica as chairman of the Blue Ribbon Commission Oversight Committee; Mr. Capranica is currently a sitting member of the Committee. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

- F. Talbot County Offices Closed – Mr. Hollis stated that County offices will be closed December 24, 2014 through December 26, 2014 for the Christmas holiday.

- G. New Year’s Eve Crab Drop in Easton – Mr. Hollis stated that CNN will be covering the Crab Drop in Easton on New Year’s Eve as part of the First Night celebration. He extended appreciation to Tourism Director Cassandra Vanhooser and all those individuals involved with having Easton selected for coverage by CNN.

V. Council Comments:

Mr. Callahan: Mr. Callahan wished everyone a Merry Christmas, a Happy New Year, and a safe holiday.

Ms. Williams: Ms. Williams echoed Mr. Callahan’s statements, noting that she particularly hopes that all County employees have a very Merry Christmas and a Happy New Year.

She thanked everyone for all their support as she and Mr. Callahan have been settling into their roles on the Council.

Mr. Bartlett – Mr. Bartlett wished everyone Happy Holidays and thanked the staff for all their hard work in 2014. He stated that he hopes everyone enjoys time with their families during the holidays and he looks forward to working with his colleagues and County staff to serve the citizens of Talbot County in 2015.

Ms. Price - Ms. Price stated that she and Mr. Pack had attended the menorah lighting at Temple B’Nai last night. She stated that, in her opinion, the service, which brought all faiths together under the direction of Rabbi Hyman, was a wonderful event. She stated that she and Mr. Pack, along with seven other community members got to light one of the candles on the menorah. Ms. Price wished everyone a Merry Christmas, Happy Hanukkah, Happy Holidays, and Happy New Year.

Mr. Pack - Mr. Pack echoed Ms. Price’s statements and wished everyone a Merry Christmas and Happy Hanukkah. He stated that he hoped that County staff, who in his opinion, are the hardest working staff and brightest department heads in the state of Maryland, enjoy their time off, as it is well deserved.

VI. Upon motion by Mr. Bartlett, seconded by Ms. Williams, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters and to reconvene on Tuesday, January 13, 2015 at 12:30 p.m. in Executive Session for discussion of legal, personnel, and real estate matters, and at 1:30 p.m. for the regularly scheduled meeting by voting 5 - 0 as follows:

Mr. Pack – Aye
Ms. Williams - Aye
Mr. Bartlett– Aye
Ms. Price - Aye
Mr. Callahan– Aye

The meeting adjourned at 3:47 p.m.

The transcript of the December 23, 2014 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XI. On Tuesday, December 23, 2014, an Executive Session of the Talbot County Council convened at 2:35 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council met in Executive Session by voting 5-0 as follows:

Mr. Bartlett – Aye
Mr. Callahan – Aye
Mr. Pack – Aye
Ms. Price – Aye
Ms. Williams – Aye

In accordance with State Article § 10-508(a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for a legal matter for legal advice regarding a legal matter involving Talbot County; for personnel matters to discuss appointments to various County boards and committees and to discuss a personnel matter involving a former County employee; and for a real estate matter to discuss possible acquisition of property for a

public purpose. The Executive Session recessed at 3:25 p.m. and reconvened at 3:50 p.m. The Executive Session ended at 4:45 p.m.

CASH STATEMENT 12/16/2014

BALANCE 12/9/2014	\$33,528,524.31
INTEREST ON ACCTS 11/2014	5,757.93
BANK CHARGES 11/2014	(968.42)
PUBLIC IMPROVEMENT BOND OF 2008 PYMNT	(1,410,687.50)
UHC CLAIMS THRU 12/9/2014	(351,417.05)
USDA RURAL DEV/AP MTHLY SEWER LOAN 12/2014	(1,304.00)
USDA RURAL DEV/RONB QTRLY BOND 12/2014	(9,478.60)
WELLS FARGO/GC MOWER LEASE 12/2014	(4,222.00)
TRANSFER GROM GEN FUND TO AIP41 12/11/2014	(76.83)
STATE REPORT 11/2014	(116,193.74)
PAYROLL – FD/SS/MS WH 12/12/2014	(15,023.50)
MD WH	(2,724.00)
DEPOSITS	2,381,639.49
CHECKS	(421,911.38)
BALANCE 12/16/2014	<u>33,581,914.71</u>

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP37	16,762.37
AIP39	73,794.25
AIP40	--
AIP41	--
BALANCE 12/9/2014	765.83
TRANS FR GEN FUND	76.83
CHECK S	(765.83) 76.83

AIRPORT ACCOUNTS TOTAL BALANCE 90,633.45

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.04%	18,000,000.00

TOTAL INVESTED \$18,000,000.00

PETTY CASH BALANCE \$8,570.00

GRAND TOTAL ALL FUNDS \$51,681,118.16

CASH STATEMENT 12/23/2014

BALANCE 12/16/2014		\$33,581,914.71
MD ST RETIREMENT ANNUAL BILL		(1,095,431.00)
UHC CLAIMS THRU 12/16/2014		(374,704.41)
PAYROLL-FD/SS/MS WH 12/19/2014		(126,694.22)
SECU DED		(5,979.96)
DEFERRED COMP DED		(10,823.33)
MD WH		(31,602.18)
PENSION DED		(31,680.05)
ACH TRANSFER		(11,196.75)
FLEX SPENDING ACCT		(3,016.55)
DEPOSITS		1,111,757.23
CHECKS		(611,019.83)
VOID CHECK NO.S 292512,292536,292818,292838,293407		7,442.67
BALANCE 12/23/2014		<u>32,398,966.33</u>
<u>AIRPORT ACCOUNTS</u>		
AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--
AIP37		16,762.37
AIP39		73,794.25
AIP40		--
AIP41		76.83
AIRPORT ACCOUNTS TOTAL BALANCE		<u>90,633.45</u>
INVESTMENTS – CERTIFICATES OF DEPOSIT		
<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>
		<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.04%
		18,000,000.00
TOTAL INVESTED		<u>\$18,000,000.00</u>
PETTY CASH BALANCE		<u>\$8,570.00</u>
GRAND TOTAL ALL FUNDS		<u>\$50,498,169.78</u>