



Deposition of:
Talbot County Council Meeting

May 5, 2020

In the Matter of:
Talbot County Council Meeting

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COUNTY COUNCIL OF TALBOT COUNTY, MARYLAND

Council Meeting

May 5, 2020; 2:00 and 5:00 p.m.

Wye Oak Room - Talbot County Community Center
Easton, Maryland

COUNCIL MEMBERS:

- Corey W. Pack
- Chuck F. Callahan
- Frank Divilio
- Pete Leshner
- Laura E. Price

Reported by
Diane Houlihan

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1 TRANSCRIPT OF PROCEEDINGS

2

3 MR. PACK: Good afternoon, everyone.

4 Talbot County Council is meeting in session for

5 a presentation and public hearing of the

6 constant yield and the FY20 FY21 budget. All

7 Council members are present. I would like to

8 ask Council to rise for a quick saying of the

9 Pledge of Allegiance and the opening prayer. I

10 think I said that reversed. Quick prayer

11 followed by the Pledge of Allegiance.

12 (Prayer and Pledge of Allegiance.)

13 MR. PACK: Thank you all very much. Good

14 evening, Council. Good to see you. Some of

15 you I haven't seen since the last time we were

16 together. I know this has been a busy, busy

17 week for all of us, you all and staff as well.

18 So certainly appreciate seeing all your glowing

19 faces one more time.

20 We have a couple of items we're going to

21 take care of today. First item on your -- you

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1 all have the agenda in front of you. Let me

2 first start with that course of business. Do I

3 have any additions, deletions, or corrections

4 to the agenda that you have? Hearing none, the

5 chair accepts the agenda with unanimous

6 consent.

7 We're going to start first with the

8 constant yield. We do have Ms. Angela Lane

9 with us, our fiscal officer. And I'm going to

10 turn it over to her for a presentation of the

11 constant yield followed by the public hearing

12 on that document.

13 MS. LANE: Good afternoon. The first part

14 of our hearings today is the public hearing on

15 the constant yield. And I have a brief message

16 to read concerning the constant yield.

17 The County Council in the FY 2021 proposed

18 budget is proposing to adopt a real property

19 tax rate of 63.72 cents per \$100 of assessed

20 valuation for all properties located outside

21 the incorporated towns.

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1 This is the same rate as the current

2 property tax rate. This rate is .57 cents

3 higher than the constant yield rate of

4 63.15 cents and will generate \$268,560 more in

5 property tax revenues in fiscal year 2021 from

6 the unincorporated area of the county.

7 Properties located within the incorporated

8 towns will again be granted a tax deferral,

9 which sets their real property tax rates

10 between 6.01 and 13.3 cents lower than the

11 county real property tax rate.

12 The county real property tax rates within

13 most of the towns are higher than the constant

14 yield rate for the towns.

15 The County Council will not adopt the

16 fiscal year 21 real property tax rate today.

17 The fiscal year 21 tax rate will be adopted as

18 part of the fiscal year 2020-2021 annual budget

19 and appropriation ordinance currently scheduled

20 for Tuesday, May 19, 2020.

21 I guess now we would like to open up the

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1 meeting for any comments from the general

2 public on the constant yield.

3 MR. PACK: Ms. Morris, Ms. Moran, do we

4 have any written comments from the public on

5 the constant yield?

6 SECRETARY: No, we do not.

7 MR. PACK: We do not.

8 Ms. Morris, do you have anyone holding in

9 the queue on the constant yield?

10 MS. MORRIS: Mr. Pack, we have received

11 two new callers into the meeting since we

12 began.

13 So I'd open it up for the callers on the

14 phone. Does anyone wish to comment on the

15 constant yield?

16 MR. PACK: Caller, could you please

17 identify yourself and give us your name and

18 your address?

19 If you're calling in regarding the

20 constant yield, we'll take those comments now.

21 We'll give you two minutes if you're speaking

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1 for yourself. If you're speaking for a group
 2 or body, please identify that group or body
 3 you're speaking for, and we'll give you five
 4 minutes on the clock. For that, Mr. Callahan
 5 will keep time. And he's trustworthy, and
 6 he'll let us know if you're running over.
 7 So first caller, give us your name and
 8 your address, and we'll take your comments.
 9 MS. MORRIS: Neither caller appears to
 10 wish to speak, Mr. Pack.
 11 MR. PACK: On the constant yield. Okay.
 12 So we have no callers online for the
 13 constant yield. We have no written comment
 14 from the public on the constant yield.
 15 This is a public hearing on the constant
 16 yield. Any Council comment at this time on the
 17 constant yield? Any questions of Ms. Lane
 18 regarding the constant yield? Okay.
 19 So if there's no objection of Council,
 20 we'll go ahead and close the public hearing on
 21 the constant yield at this time. Thank you

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1 very much for that. And let's proceed on with
 2 our agenda.
 3 Moving on, we're now going to have a
 4 public hearing on Bill 1445. And this is a
 5 bill to enact our 2020-2021 annual budget and
 6 appropriations ordinance. And for that, I'll
 7 again turn it over to Ms. Lane.
 8 And I think I need to get out of the way.
 9 MS. LANE: Should we read the title of the
 10 bill in first for the record?
 11 MR. PACK: Yes. Madam Secretary, would
 12 you please read the title of the bill.
 13 SECRETARY: Bill Number 1445, an act to
 14 establish the 2020-2021 annual budget and
 15 appropriation ordinance.
 16 MR. PACK: Thank you very much.
 17 And Ms. Lane, turn it over to you.
 18 MS. LANE: Good afternoon. My Powerpoint
 19 is virtually identical to the Powerpoint that
 20 was presented when the budget was introduced.
 21 So I will try to keep my comments as brief as

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1 possible.
 2 The fiscal 2021 proposed general fund
 3 budget is set at \$96,550,000. The current
 4 budget for fiscal 2020 is \$92,328,200.
 5 The County Council received requests for
 6 operating and capital outlay of just over
 7 \$105 million, which is \$12.8 million more than
 8 the current fiscal 2020 budget.
 9 This proposed budget is set at just over
 10 96 million, an increase of 4.2 million, or
 11 4.5 percent, more than the current fiscal 20
 12 budget. Certainty, noticeable decrease from
 13 the requests.
 14 The FY21 budget provides level funding for
 15 all county departments and agencies except for
 16 those mandated by the State to have increases,
 17 which is the Talbot County Public Schools and
 18 county debt service. And this budget is funded
 19 in part with revenues of \$6.7 million from
 20 prior year fund balance.
 21 Due to continuing economic uncertainties,

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1 the proposed budget includes an unprecedented
 2 reserve for contingencies of \$2.4 million.
 3 Normally our reserve for contingencies is
 4 around \$600,000. We have thought that was on
 5 the high side. We've put \$2.4 million in
 6 contingency because we just have so much
 7 economic uncertainty going forward into the
 8 next fiscal year.
 9 In addition, we have placed all of the
 10 proposed equipment purchases of \$1.6 million in
 11 the county Administration Department to allow
 12 for significant oversight during the fiscal
 13 year prior to any equipment purchases.
 14 As I noted, one of the departments that is
 15 mandated above level funding is the Talbot
 16 County Public Schools. Due to State-mandated
 17 Maintenance of Effort, the Board of Education
 18 will receive an additional \$1.5 million of
 19 operating funds, as well as \$4.4 million in
 20 debt service funds. The debt service is
 21 increased by \$600,000 from the current fiscal

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1 year to pay for the full year of debt service
 2 on the new Easton Elementary School. So public
 3 schools will actually be receiving an increase
 4 of \$2.1 million in this budget.
 5 There are no changes in the number of
 6 full-time positions in this budget, there are
 7 no salary increases for county employees, and
 8 there are no increases in real property or
 9 income tax rates in this budget.
 10 This is a quick snapshot of major revenues
 11 by category. Property tax revenues will go up
 12 slightly, and that is just due to increasing
 13 assessments. Income taxes, while I do have
 14 them being up slightly, the projected number in
 15 my fiscal 21 budget is actually less than what
 16 we collected in fiscal 19 and significantly
 17 less than the projected income tax collections
 18 for the current fiscal year.
 19 In fiscal 19, we collected \$29.5 million
 20 in income tax revenues, which is \$2.6 million
 21 more than what we are budgeting for fiscal 21.

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1 And in the current fiscal year, we're
 2 projecting to collect \$35 million in income tax
 3 revenues, which is over \$8 million more than
 4 what we are budgeting next year.
 5 We have a significant amount of
 6 uncertainty around income tax revenues,
 7 specifically in the area of withholding, and
 8 we're trying to be as conservative as we
 9 possibly can in that area.
 10 The other big areas are transfers -- use
 11 of prior fund balance, excuse me. That is
 12 increasing noticeably, going up from just about
 13 \$4 million to \$6.7 million to balance this
 14 budget.
 15 And attached is a graphic again showing
 16 that the majority of our tax revenues do come
 17 from property taxes, almost half of our budget.
 18 The other major portion of our budget is income
 19 tax revenue and other local taxes. Other local
 20 taxes is primarily recordation and transfer
 21 tax.

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1 So between recordation, transfer tax, and
 2 income tax, all of those are somewhat uncertain
 3 going into the next fiscal year. And those
 4 taxes make up 38.7 percent of our budget going
 5 forward. So we are somewhat concerned and
 6 trying to be cautious in the crafting of this
 7 budget that if we do not see these taxes coming
 8 in at budgeted levels, we have areas that we
 9 don't need to spend in the budget on the
 10 expenditure side. That's why the capital
 11 outlay is set aside and reserve for
 12 contingencies. That gives us some flexibility
 13 going forward.
 14 And onto the expenditure side. As you'll
 15 notice, public schools is going up almost
 16 four percent. And that is for the mandated
 17 debt service and Maintenance of Effort.
 18 Capital outlay is going up noticeably. But
 19 again, departments won't have access to those
 20 funds without specific approval. Contingency,
 21 going up significantly. But those funds will

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1 only be made available with Council approval.
 2 And county operations is virtually flat.
 3 And although the transfer to other funds looks
 4 like it's going up noticeably, the only
 5 increase to that is we have projected to use
 6 \$85,000 of general funds to transfer into the
 7 capital projects fund. Otherwise, the transfer
 8 to other funds is actually going down slightly.
 9 And here is a graphic. The majority of
 10 our -- well, half our budget goes to the public
 11 schools, the other half goes to county
 12 operations, and then we have some money set
 13 aside for capital outlay and contingencies.
 14 Public schools is virtually 50 percent of the
 15 county budget.
 16 And I think when I did my presentation, I
 17 said this was I felt the most important slide
 18 in this presentation. This is our
 19 discretionary fund balance. These are the
 20 funds that we have available for any use.
 21 And if you look at the top, back in the

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1 end of fiscal 2009, we had discretionary fund
 2 balance available of \$21.5 million. In fiscal
 3 10 and fiscal 11, which was our last major
 4 economic downturn, the county used
 5 \$17.1 million of these reserves to basically
 6 get through those two fiscal years.
 7 In addition to that, there were
 8 significant cuts and other changes. But just
 9 to maintain minimal levels of services, we did
 10 need to use \$17.1 million.
 11 If you look at the very bottom of the
 12 page --
 13 MR. CALLAHAN: Angela, excuse me. Did you
 14 mean seven?
 15 MS. LANE: \$17.1 million.
 16 MR. CALLAHAN: Where is -- okay. I got
 17 you. Okay.
 18 MS. LANE: 7.9 plus 9.2.
 19 MR. CALLAHAN: I got you.
 20 MS. LANE: Yeah. It was for the two
 21 fiscal years.

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1 MR. CALLAHAN: I got you. Okay.
 2 MS. LANE: To get through those fiscal
 3 years, we used \$17.1 million of our fund
 4 balance.
 5 I am projecting that going into fiscal 22,
 6 which is over a year from now, we'll have
 7 \$18.6 million available. So I think we're very
 8 well positioned to weather whatever the
 9 economic downturn will be as we go through this
 10 COVID-19 crisis.
 11 In addition to this, we would still have
 12 our \$13 million in the rainy day fund.
 13 And just want to go through this very
 14 quickly. This slide shows what is not included
 15 in the proposed budget. We don't have
 16 increases in property or income tax rates.
 17 There are no additional full-time county
 18 positions. There are no salary increases for
 19 county staff members. Vacant positions are not
 20 being filled unless specifically approved by
 21 the County Council. There is not a 25-year

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1 retirements plan for law enforcement personnel.
 2 There are no new EMS stations for the northern
 3 part of the county or in the Bay Hundred area
 4 to address response time concerns. There is
 5 not a new facility for the Sheriff's Office.
 6 There is not space identified for offices that
 7 are currently at the Talbot County Business
 8 Center, which we know will be vacated in
 9 probably two to three years. There's no new
 10 facility for the Health Department. Department
 11 equipment requests are not funded, fully
 12 funded. They have requested over \$4 million.
 13 There is not full funding for the Talbot County
 14 Public Schools budget request. There is only
 15 the Maintenance of Effort funding. The impact
 16 of minimum wage increasing to \$15 an hour over
 17 the next few years is not addressed in this
 18 because it's a level fund budget for each
 19 department. And the replacement of a
 20 40-year-old irrigation system at Hog Neck Golf
 21 Course is not included.

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1 We will still be accepting public comments
 2 through Monday, May 11th. Please submit those
 3 to publiccomment@talbotcountymd.gov. For more
 4 information on the proposed budget, please
 5 visit our website.
 6 Thank you.
 7 MR. PACK: Thank you, Ms. Lane. Okay.
 8 Council, I just realized something in my
 9 haste. We did not approve the minutes of April
 10 the 28th. You should have those minutes with
 11 you.
 12 MS. MORRIS: Excuse me, Mr. Pack. We were
 13 not able to complete the minutes. You do not
 14 have the minutes. You just have the
 15 disbursements.
 16 MR. PACK: So that's why we didn't do
 17 that.
 18 So the disbursements are May 5th. Those
 19 should be in your Granicus.
 20 MR. LESHAR: Yes.
 21 MR. PACK: Any addition, deletion, or

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1 correction to those disbursements, May 5th?
 2 Okay. I move that they be accepted with
 3 unanimous consent.
 4 We do not have the minutes there.
 5 So moving on, we're now at the public
 6 hearing stage of the bill, Bill 1445.
 7 Ms. Lane, thank you very much for giving
 8 that outline of your presentation.
 9 And I will first let's start with the
 10 correspondence. We gave instruction to the
 11 public to send in mailed correspondence to us.
 12 And I'm going to now turn it over to our
 13 Council secretary, Ms. Moran, to go through
 14 those correspondence. She will be reading not
 15 all the correspondence that we received, but
 16 some of the larger groups did send some
 17 correspondence to us. So we would like to read
 18 those into the record this evening if there's
 19 no objection of Council.
 20 So Ms. Moran, I'll turn it over to you,
 21 please.

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1 SECRETARY: First, we have a letter from
 2 Kelly Griffith, superintendent of schools, and
 3 Juanita Hopkins as the School Board president.
 4 Members of the Talbot County Council,
 5 thank you for allowing us the time to express
 6 both our support of the FY21 budget as well as
 7 our appreciation for your leadership during
 8 those unprecedented times.
 9 During this current situation, we
 10 understand your dilemma in trying to fund
 11 budget requests. We also realize how the
 12 current state of crisis in our economy is
 13 impacting all county agencies, not just
 14 education.
 15 We understand the increase in Maintenance
 16 of Effort over this year's budget is due to the
 17 increased enrollment and the escalator
 18 calculation, which we will certainly need to
 19 address the needs of additional students.
 20 We do appreciate the additional funding
 21 for the capital project request, \$464,000,

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1 which couldn't be funded last school year, as
 2 well as for the debt service for the new Easton
 3 Elementary School project.
 4 Our collaborative discussions have been
 5 most productive to better understand both our
 6 needs and our goals in order for our school
 7 system to be the best in the State of Maryland.
 8 And a special thank you to Mr. Pete Leshar
 9 for attending all of our board meetings this
 10 year.
 11 As you know, we will continue to advocate
 12 for a fully-funded budget each year that
 13 includes increased staffing, quality materials
 14 of instruction, more than adequate security
 15 measures, and ample salary increases to stay
 16 competitive on the shore.
 17 The education of a child is one of the
 18 most important factors of a thriving community.
 19 Our children deserve the best, and we know that
 20 you have their best interest in mind in setting
 21 the budget.

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1 Sincerely, Juanita Hopkins, Esquire, TCPS
 2 Board president, and Kelly Griffith,
 3 superintendent.
 4 The next letter is from Talbot County Free
 5 Library Board of Trustees.
 6 For 95 years the Talbot County Free
 7 Library has been pleased and honored to provide
 8 critical educational resources and serve as a
 9 community center essential to the intellectual
 10 needs and personal growth of county residents.
 11 The Library Board of Trustees would like
 12 to thank the County Council for their hard work
 13 on the FY21 budget.
 14 While we realize that these are very
 15 difficult economic times with serious fiscal
 16 challenges facing our county, we would like to
 17 ask the county to keep the library in mind as
 18 we move toward financial and community
 19 recovery.
 20 When difficult times occur, such as the
 21 COVID-19 pandemic, people turn to public

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1 libraries because of the many services offered,
 2 including being a safe haven, a technology hub,
 3 and an information and referral checkpoint.
 4 Nearly 80 percent, or more than 27,000
 5 county residents, have a library card. Talbot
 6 County Free Library provides a wealth of
 7 services and programs for free. It is a shared
 8 space of learning where anyone and everybody
 9 belongs.
 10 Moreover, residents in growing numbers
 11 attend the many educational programs offered,
 12 many in partnership with local organizations.
 13 Just in the past five years, programming
 14 attendance has grown by 74 percent, from about
 15 15,500 to over 27,000. Our children's
 16 programs, which foster literacy, school
 17 readiness, and a love of reading, are highly
 18 valued and heavily attended.
 19 During the stay-at-home requirement
 20 implemented throughout our State, Talbot County
 21 Free Library has assisted with COVID relief

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1 efforts and quickly modified or adding new
 2 services and programs to support residents
 3 during this difficult time. These services
 4 include 3D printing personal protective masks
 5 for health workers, providing Internet hot
 6 spots and Chromebooks for residents to stay
 7 connected, extending WiFi access to library
 8 parking lots, supporting technology training
 9 and digital literacy by phone and online,
 10 expanding digital media and reading resources,
 11 producing online children's story times and
 12 book discussions, connecting students to
 13 resources for school and online homework,
 14 providing online adult programs, coaching for
 15 seniors to navigate food ordering online,
 16 providing seeds and books to local food
 17 pantries to be distributed to people in need,
 18 fulfilling hundreds of requests for
 19 digital-only library cards, and much more.
 20 These supports provide help to members of
 21 our community as they struggle to deal with

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1 significant levels of stress and isolation.
 2 Most importantly, the library is a
 3 one-stop trusted source of information and
 4 provides online access to vital and local,
 5 State, and federal public health resources and
 6 community alerts through our E-resources
 7 website and e-mail messaging.
 8 Following devastating economic impacts to
 9 county residents in the late 1980s and early
 10 1990s and again for several years after the
 11 economic turndown in 2008, the library
 12 supported individuals in our community to find
 13 jobs and search for other vital support.
 14 Once more, we are facing an economic
 15 downturn with devastating impacts to families.
 16 The library will play a crucial role in growing
 17 a healthy economy, particularly through crucial
 18 workforce development resources that will help
 19 residents get back to work by providing
 20 Internet access to those who don't have home
 21 access and by assisting individuals to develop

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1 their professional skills and knowledge,
 2 conduct job searches, complete resumes, and
 3 apply for jobs. The library will also support
 4 small business recovery by providing resources
 5 on business development and assistance, WiFi
 6 access, and spaces for meeting and
 7 collaboration.
 8 The library has always been proud to
 9 submit a tight, conservative, conscientious
 10 budget request. While we understand the need
 11 to flat fund the library as well as other
 12 county departments and agencies, the cost of
 13 doing business is not flatlined.
 14 To add to our worry, State and federal
 15 funds in the form of grants may also be in
 16 jeopardy. In order to accomplish our mission,
 17 the library will pursue extra funds from every
 18 possible source through fundraising efforts and
 19 grants, expand the number of volunteers, and
 20 continue to foster partnerships to meet our
 21 responsibilities.

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1 While these efforts will help the library
 2 to meet patron needs, fundraising efforts will
 3 also be greatly impacted by the economic
 4 turndown.
 5 The library will be making cuts in some
 6 areas in order to afford cost increases in
 7 other areas.
 8 We are proud that we have been able to
 9 play such an important role during this
 10 critical time.
 11 We would like to thank Pete Leshner for
 12 serving as the County Council's representative
 13 to the library Board of Trustees.
 14 We ask that you keep the library in mind
 15 when county revenues start to recover, knowing
 16 that the services we provide are unique and
 17 essential to the overall wellbeing of our
 18 community.
 19 Libraries are integral to community
 20 healing and economic recovery. Your future
 21 support enables the Library to continue to help

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1 individuals of all backgrounds build their
 2 futures, contribute to our community's quality
 3 of life, track local commerce, and assist in
 4 our business culture.
 5 Thank you, the Library Board of Trustees,
 6 Talbot County Free Library.
 7 The final letter is from Talbot Humane.
 8 I am writing to share the appreciation and
 9 support of our Board of Directors, staff, and
 10 supporters for the Council's proposed
 11 allocation and your recognition of the
 12 importance of the contracted services Talbot
 13 County Animal Control provides to residents of
 14 our community.
 15 Animal control is in place as a component
 16 of public safety. Our two officers pick up
 17 stray animals from the streets, investigate
 18 criminal acts of cruelty and neglect, handle
 19 dog bite calls, and enforce the county
 20 ordinance more than 40 hours a week. They are
 21 on duty after hours for injured pets and police

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1 and emergency assistance 365 days a year.
 2 Our shelter staff provides compassionate
 3 care to the animals that come through our front
 4 door, to the citizens missing their pets, and
 5 to the animals that are often left in need of
 6 specialized care due to neglect and
 7 mistreatment. They, too, do so 365 days a
 8 year.
 9 The proposed allocation to Talbot County
 10 Animal Control shows that this Council not only
 11 appreciates the services provided by our
 12 agency, but you have an understanding of how
 13 important these services are to the residents
 14 of our great county. By allocating appropriate
 15 funding for the contracted service of animal
 16 control, this allows the mission of Talbot
 17 Humane to continue moving forward with programs
 18 and services provided by our nonprofit side,
 19 which are solely funded by donation, grants,
 20 and gifts, will do more, serve more, and
 21 improve the lives of people and pets of Talbot

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1 County.
 2 We are also very hopeful the proposed
 3 allocation for capital improvements of our aged
 4 building are approved. We are in need of these
 5 renovations in order to remain in compliance
 6 with the Maryland Animal Shelters Standards
 7 Act.
 8 I wish to thank you for your time, your
 9 attention to our request, and I look forward to
 10 sharing the positive work of Talbot County
 11 Animal Control and Talbot Humane with you
 12 during our next fiscal year.
 13 Sincerely, Patty Crankshaw-Quimby.
 14 MR. PACK: Okay. For the record, Madam
 15 Secretary, how many total correspondence did
 16 the Council receive on Bill 1445?
 17 SECRETARY: Ten.
 18 MR. PACK: Ten. Okay. Thank you very
 19 much. We want to send our appreciation to
 20 Ms. Hopkins and the School Board for her
 21 comments, also Ms. Newman from the Library

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1 Board for their comments, and
 2 Ms. Crankshaw-Quimby from Talbot Humane for her
 3 comments as well.
 4 Those correspondence that have not been
 5 read tonight will be kept as part of the
 6 official record of this public hearing. Anyone
 7 who would need to see those records, the
 8 Council, through county manager's office, can
 9 surely apply those correspondence to the
 10 general public.
 11 I'm going to now turn, Council, over to
 12 our phone lines and to Ms. Morris regarding
 13 anyone on hold.
 14 MS. MORRIS: Mr. Pack, we still have one
 15 additional caller on the line.
 16 Caller, can you please identify yourself.
 17 And you're welcome to make comments on the
 18 Talbot County Bill 1445.
 19 MR. PACK: One moment, caller. Let's see
 20 if we can get some volume here.
 21 Can you try it again, please?

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1 MR. SALINAS: This is Miguel Salinas, and
 2 I have no comment.
 3 MR. PACK: Thank you, Miguel.
 4 Miguel actually works for us. So I don't
 5 know how that happened.
 6 Any other callers on hold?
 7 MS. MORRIS: That was the only caller.
 8 Thanks for calling in.
 9 MR. PACK: Thanks, Miguel. Miguel is part
 10 of our Planning Department.
 11 So Ms. Lane, if there's nothing else
 12 further from you on Bill 1445, Council, if
 13 there's any additional comment from Council on
 14 1445.
 15 We're going to suspend, not close, this
 16 public hearing on 1445 because we're going to
 17 pick this up again at five o'clock. So we're
 18 going to suspend the public hearing on 1445
 19 until our five p.m. public hearing. And then
 20 we'll pick it up again from there.
 21 So Council, other than that, I'll open it

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1 up for Council -- Mr. Hollis, do you have
 2 anything for county -- I know there's not even
 3 county manager on my agenda, but I'll just turn
 4 to you anyway.
 5 MR. HOLLIS: No, sir.
 6 MR. PACK: Nothing from county manager.
 7 Anything more additional from you,
 8 Ms. Morris?
 9 MS. MORRIS: No, Mr. Pack.
 10 MR. PACK: Okay. Council comment. Who
 11 wants to go first? We'll throw it up there.
 12 Anyone?
 13 MR. CALLAHAN: I'll start. Angela, once
 14 again, you and your staff have done an
 15 excellent job. We really appreciate all the
 16 hard work.
 17 I know we've got some tough times I
 18 believe coming up in the next 12 to 18 months.
 19 So we trust your judgment in keeping us
 20 informed and appreciate all your hard work and
 21 long nights.

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1 Thank you. Thanks a lot.
 2 MR. DIVILIO: So I would just like to say
 3 that pretty much following along or following
 4 the budget over the last few years, obviously
 5 this is a uniquely put together budget. Odd
 6 times call for odd ideas. And that's what
 7 we've done with this.
 8 I would like to thank the previous
 9 Councils for setting us up in such a
 10 financially secure way that we have a nice
 11 rainy day fund and that we do have the money to
 12 get us through these times.
 13 Going forward, obviously it's going to
 14 continue to be a challenge as we get back to
 15 the way that -- or get back to the new normal
 16 will be. But I'm very proud that Talbot County
 17 is financially secure to get through this, and
 18 I feel that and I feel that we've got the good
 19 team in place to get through it.
 20 It's a unique budget, unique times, but
 21 I'm glad we're moving forward together.

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1 MR. PACK: Anyone else wish to speak?
 2 MR. LESHER: Thank you, Mr. Divilio. Well
 3 put.
 4 And I'll only add that I want to commend
 5 the organizations from whom we received the
 6 written comment, Talbot County Public Schools,
 7 the library, and Talbot Humane, for the
 8 sensitive tone and content in this current
 9 environment of both public health concern and
 10 economic uncertainty.
 11 I'll add that I want to -- that I regret
 12 that we have to conduct this hearing in a
 13 virtual environment, which has regrettably
 14 reduced the public engagement in this budget
 15 process. And that's certainly not beneficial
 16 to local democracy. I hope we can get back to
 17 something more like a normal process next year.
 18 Nevertheless, we do need to set the
 19 example for safe conduct during this public
 20 health crisis. And I want to thank the staff
 21 for your leadership and support in making this

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1 happen so smoothly.
 2 MS. PRICE: I would agree with those
 3 comments as well.
 4 And while what we're introducing is a flat
 5 budget, and hopefully we will have enough
 6 revenues without dipping too far into reserve
 7 accounts for what we've proposed, I would like
 8 to address what you said, Mr. Leshner, about
 9 having public input.
 10 By the time I think we get around to
 11 making decisions on what we put in contingency
 12 and in the equipment line items of the two and
 13 a half million dollars contingency, the reason
 14 that's there are for many of the requests that
 15 we would very much like to fund. In an
 16 ordinary budget, we probably would have funded.
 17 So those decisions will be coming up
 18 during the fiscal year. So I would fully
 19 expect that we will have public participation
 20 when those particular items come up, whether it
 21 is an increase for county staff or whether it

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1 is increasing -- filling some positions that we
 2 have frozen at this time or for equipment that
 3 we put in the county administration budget,
 4 those equipment.
 5 So while it may not seem like you're
 6 getting much of an opportunity to participate
 7 today, know that the big decisions, we really,
 8 we haven't made those decisions, not at all.
 9 They are placeholders, and we will be doing
 10 those during the budget year.
 11 Hopefully as we can lift the stay-at-home
 12 order, get people back to work, and not have
 13 this economy suffer for any longer than is
 14 absolutely necessary, the revenues to the
 15 counties and to the State hopefully won't be as
 16 hard hit as predicted and we will be able to
 17 fund some of those things. But know that you
 18 will have an opportunity to participate in
 19 those decisions during the year.
 20 Thank you.
 21 MR. PACK: Thank you very much, Ms. Price

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1 and Council members, for your comments.
 2 I could not agree with what's been said
 3 more strenuously. Certainly if we are still
 4 meeting in this format come time to deal with
 5 the contingency problem, the contingency money,
 6 we are in big, big trouble, not just as a
 7 county but as a nation. So I don't even want
 8 to think in those realms.
 9 I certainly want to get back to the
 10 Bradley Meeting Room, get back home. So I'm
 11 hoping that there is an end to this separation
 12 that we're all going through.
 13 This is a very stressful time for
 14 everybody involved, and also for our young
 15 citizens at home. Several members of Council
 16 have young children. Some members of Council
 17 are grandparents. And I just want to note that
 18 they feel the stress and the strain of this as
 19 well. They certainly do.
 20 Conversations I've had with my
 21 granddaughter about what's going on and why she

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1 can't go to her friend's and go see her cousins
 2 and those kind of things, it's very difficult
 3 conversation to try to talk to an eight, nine,
 4 maybe even 12, 14-year-old who is used to going
 5 out and doing things very liberally in the
 6 community.
 7 So as parents, as grandparents, just keep
 8 in mind that our younger citizens also feel the
 9 stress and the strain of what we're going
 10 through. And let's make sure that we take the
 11 time to sit down with them and have some
 12 conversations and dial up with them about what
 13 we're dealing with.
 14 Ms. Lane, thank you as well for another
 15 well-prepared presentation. Very well laid out
 16 budget that Council now has to go forth and act
 17 over the next year.
 18 To Ms. Morris and Ms. Moran, for all the
 19 back room, getting this room set up and getting
 20 all the technical aspects of it put together,
 21 we had one caller that ended up not being a

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1 caller, but at least we know through the public
 2 we made the attempt and we did put the
 3 information out there so that public could
 4 engage us in real-time.
 5 And I would absolutely agree with you,
 6 Mr. Leshner. This is not ideal. This is not
 7 the way we should be conducting a public
 8 process. But under the circumstances, we are
 9 faced with what we're faced with. So we are
 10 trying to make sure every avenue, print, phone,
 11 are accessible, as well as seeing us visually
 12 through the streaming process as well.
 13 So we're making a go at it as best we can.
 14 I think you guys hit the ball out of the park,
 15 I really do, in putting this together in such a
 16 short period of time. So my thanks to you as
 17 well.
 18 Very quickly, Council. We're going to be
 19 doing our final meeting on the budget on May
 20 the 12th. That's Bill 1445. And it will be
 21 eligible for vote on May the 19th. So just in

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1 about two weeks' time.
 2 So I'll just go ahead and read my closing
 3 comments. We will be, again, the public
 4 hearing is suspended or recessed, if you would,
 5 until five o'clock. And then we'll pick this
 6 back up again.
 7 County Council's next meeting will be held
 8 on May the 12th, as I just indicated, at
 9 six p.m. back here in the Wye Oak Room. The
 10 Council will be convening at three p.m. on that
 11 date for the final budget session, then
 12 adjourning into closed session to discuss real
 13 estate, legal, and personnel matters as listed
 14 on the statement for closing that meeting.
 15 I'm not adjourning at this time, Madam
 16 Secretary.
 17 MS. MORRIS: Just recessing.
 18 MR. DIVILIO: So we're recessing. Thank
 19 you. I won't read the bottom portion there.
 20 So Council, we are recessed until
 21 five p.m. Thank you.

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1 (Recess taken.)
 2 MR. PACK: Welcome back, everyone. This
 3 is the second portion of today's budget
 4 presentation. The County Council has
 5 reassembled itself.
 6 We're going to hear just shortly from
 7 Ms. Angela Lane, our fiscal officer, her
 8 presentation of the Bill 1445, which is the
 9 2020-2021 budget ordinance for Talbot County.
 10 Council is all present. Staff is all
 11 present.
 12 So I'm going to turn it over to Ms. Lane
 13 for her presentation before we go into the
 14 public hearing. Ms. Lane.
 15 MS. LANE: Good evening. This
 16 presentation will be basically the same
 17 presentation that I gave at the introduction of
 18 Bill 1445. So I will try to keep my comments
 19 as brief as possible.
 20 The fiscal 2021 proposed general fund
 21 budget is currently set at \$96,550,000. Our

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1 current fiscal 2020 budget is \$92,328,200. So
 2 this budget is an increase of \$4.2 million, or
 3 4.57 percent, more than fiscal 2020 budget.
 4 However, the County Council received
 5 operating requests of over \$105 million, which
 6 is \$12.8 million more than the current year
 7 budget. So a significant amount of requests
 8 were trimmed to get to this budget of the
 9 \$96.5 million.
 10 This budget provides level funding for all
 11 county departments and agencies, except for
 12 State-mandated increases for the Talbot County
 13 Public Schools and for county debt service.
 14 This budget is funded in part by revenues
 15 of \$6.7 million from prior year fund balance.
 16 And due to the continuing economic
 17 uncertainties, this proposed budget includes an
 18 unprecedented reserve for contingencies of
 19 \$2.4 million. Normally we budget around
 20 \$600,000 for reserve for contingencies. So
 21 this number is significantly higher than what

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1 we would normally have in our budget. And it
 2 also places all proposed equipment purchases of
 3 \$1.6 million in the county Administration
 4 Department.
 5 These two actions basically segregate
 6 \$4 million out of the budget and will only be
 7 funded with Council approval during the fiscal
 8 year. And that will provide flexibility during
 9 the year if revenues do not come in where we
 10 are projecting them.
 11 The public schools, which was funded above
 12 the current year level, was funded at the
 13 State-mandated Maintenance of Effort level.
 14 This provides for an additional \$1.5 million of
 15 operating funds for the public school system as
 16 well as \$4.4 million in debt service. Debt
 17 service has increased in the fiscal 21 budget
 18 by 600,000 to pay for a full year of debt
 19 service on the new Easton Elementary School,
 20 which is finishing up construction shortly and
 21 will be ready for full occupancy in the fall.

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1 This budget has no change in the number of
 2 full-time positions, there are no salary
 3 increases for county employees, and there are
 4 no increases in the real property or income tax
 5 rates in this proposed budget.
 6 This slide shows revenues by major
 7 categories. Property taxes will go up
 8 slightly. They will increase due to increases
 9 in assessments. Income taxes is projected to
 10 go up slightly in this budget from what we had
 11 budgeted for the current fiscal year, but this
 12 income tax revenue is quite a bit less than
 13 actual revenues.
 14 In fiscal 2019, our actual revenues from
 15 income taxes was \$29.5 million. The proposed
 16 fiscal 21 budget is \$2.6 million less than what
 17 we actually collected basically two years ago.
 18 And the current year income tax revenues are
 19 projected to come in at \$35 million. So this
 20 \$26.9 million is \$8.1 million less than what we
 21 are projecting to collect in the current fiscal

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1 year.
 2 And again, we are trying to be
 3 conservative going into fiscal 21. We know
 4 income tax revenues will be impacted going
 5 forward as a number of people are not working
 6 or are working fewer hours and we don't know
 7 how long this will continue.
 8 And as you can see down at the bottom, the
 9 biggest increase there is prior year fund
 10 balance, which is going up significantly from
 11 basically \$4 million to \$6.7 million to balance
 12 this budget.
 13 This is a graphic that shows our revenues.
 14 Property tax revenues is 46.4 percent of our
 15 budget, almost half our budget. The next two
 16 largest areas of income are income tax revenues
 17 and other local taxes, which is primarily
 18 recordation and transfer taxes. When you add
 19 income tax and other local taxes, that is
 20 38.7 percent of the total revenues in this
 21 budget.

<p style="text-align: right;">Page 46</p> <p>1 All of those are very susceptible to a 2 downturn in the economy. So we are concerned 3 going forward that revenues may or may not come 4 in at projected levels, which is why we did 5 segregate out the equipment and the reserve for 6 contingencies to have some cushion in our 7 ability to meet expenses in the upcoming year. 8 And this is the expenditures by broad 9 categories. Public schools, and this number 10 does include debt service, will go up by four 11 percent. You see a big jump in capital outlay, 12 again, because that has been segregated out 13 into the county Administration Department. So 14 those funds will only be spent by approval of 15 the County Council as with contingency. Again, 16 the big jump. But they're segregated and 17 cannot be spent by departments without Council 18 approval. 19 Other county operations. All of those 20 numbers are basically staying flat. They're 21 slightly below current year budgeted levels.</p>	<p style="text-align: right;">Page 48</p> <p>1 downturn in the economy, we used \$17.1 million 2 of these funds to balance our budget. We did, 3 in addition, make significant cuts and 4 reductions to expenditures during that time 5 period, but we still needed \$17.1 million to 6 maintain an adequate level of services to our 7 citizens. 8 And over the years, we've added to that 9 and used some money in some years. But if you 10 look down at the very last line, we are 11 projecting a balance for fiscal years 2022 and 12 beyond of \$18.6 million. So that leaves us in 13 a really good position to absorb the same sort 14 of an impact that we had to absorb back in 2010 15 and 2011. In addition, we still have our rainy 16 day fund of \$13 million. 17 And all of this is because we have had 18 County Councils over the years be very prudent 19 in how they have spent county funds. And this 20 is why we save them, the money, because we need 21 it in years like this.</p>
<p style="text-align: right;">Page 47</p> <p>1 And the transfer to other funds, while it 2 is going up slightly, that is because we are 3 transferring \$85,000 to the capital projects 4 fund. The actual transfers to other funds has 5 gone down slightly. 6 And this graphic just shows the major 7 funding areas. Public schools is half our 8 budget. And then we have the four percent 9 basically of our budget segregated out for 10 capital outlay and contingency to help us if we 11 do need to cut expenses during the upcoming 12 year. 13 And this slide is the slide I believe is 14 the most important slide in this presentation. 15 This is our discretionary fund balance. This 16 is basically savings that we have set aside 17 over the years and spent in some years. 18 If you look at the very top, back at the 19 end of fiscal 2009, we had a discretionary fund 20 balance of \$21.5 million. In fiscal 2010 and 21 fiscal 2011, which was when we had a major</p>	<p style="text-align: right;">Page 49</p> <p>1 This slide really shows a number of items 2 that have been identified as important, and in 3 some cases very, very important, that are not 4 included in this proposed budget. There are no 5 increases in property or income tax rates. 6 There are no additional full-time county 7 positions. There are no salary increases for 8 county staff. Vacant positions are not being 9 filled unless approved by the County Council. 10 There is no 25-year retirement for law 11 enforcement personnel. There are no new EMS 12 stations for the northern part of the county or 13 in the Bay Hundred area to address response 14 time concerns. There's no new facility for the 15 Sheriff's Office. There are no facilities 16 identified for offices that are currently 17 housed at the Talbot County Business Center, 18 which we know will need to be vacated in a few 19 years. There's no new facility for the Health 20 Department. This does not fully fund 21 department equipment requests. They requested</p>

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1 over \$4 million. We funded 1.6. There is not
 2 full funding for the Talbot County Public
 3 Schools. They had requested \$1.9 million more
 4 than what we had funded them, even though we
 5 did fund the \$1.5 million of Maintenance of
 6 Effort. But it will not fund their full budget
 7 request. This budget does not factor in the
 8 impact of minimum wage increasing to \$15 over
 9 the next few years. Level funding does not
 10 allow us to absorb any increases in minimum
 11 wage, nor does it address the need to replace
 12 the 40-year-old irrigation system at Hog Neck
 13 Golf Course.

14 In light of COVID-19, public comment is
 15 strongly encouraged, but it needs to be
 16 submitted in writing. We will accept public
 17 comments through Monday, May 11, 2020, at
 18 publiccomment@talbotcountymd.gov.

19 Additionally, there's more information on
 20 the proposed budget on our website.

21 MR. PACK: Thank you very much, Ms. Lane,

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1 for that presentation. Very thorough.
 2 Hopefully that citizens at home could
 3 understand the degree of concern this Council
 4 is placing on the 2021 budget in the amount of
 5 contingency dollars that we're somewhat
 6 squirreling away, if you would.

7 As you said before, we normally put away
 8 less than a million dollars in contingency.
 9 And this year we're going twice that amount and
 10 more so that we'll be prepared mid-season
 11 should we have the need to expand services and
 12 make additional purchases along the way.

13 So with that being said, we will go ahead
 14 and move this into our public hearing stage.
 15 There are two ways that we were taking comment
 16 as we are here at the Wye Oak Room Community
 17 Center and the public is not allowed into this
 18 meeting and any future Council meetings while
 19 we're under the stay-at-home order. So we were
 20 allowing individuals to send in correspondence.
 21 We are not going to read those back into the

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1 record again today, well, I should say this
 2 evening. We did have Madam Secretary read
 3 those into the record earlier today.

4 I will turn it over to her in just a
 5 moment just so she can make comments as far as
 6 those correspondence we got in and where they
 7 came from so we can have that back on the
 8 record for this portion of the public hearing.
 9 And then we'll go to Ms. Morris for any persons
 10 who may be online for us and we'll go ahead and
 11 certainly take those calls as they are.

12 So with that being said, Ms. Morris, I'm
 13 going to turn it over to you. If you could
 14 just give a broad overview of how many
 15 correspondence we got in on Bill 1447. If they
 16 were broken up by groups, how many came in from
 17 one group over the other.

18 And as I said before, we did, you did read
 19 in the record earlier today the correspondence
 20 we got in from the Board of Education, from the
 21 library, and from, I'm searching.

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1 MR. HOLLIS: Talbot Humane.
 2 MR. PACK: Talbot Humane. Thank you,
 3 Mr. Hollis.

4 So Ms. Morris, I'll turn it over to you.
 5 SECRETARY: Yes. As you just said, we did
 6 get comment from the Board of Ed, Dr. Griffith
 7 and Ms. Hopkins, the Board president; and
 8 Talbot County Free Library Board of Trustees;
 9 and Talbot Humane.

10 We also got three comments regarding
 11 replacement of the Easton High School track.
 12 We got one comment from a citizen to fully fund
 13 the budget. We got two comments to fund the
 14 Maryland Community for Life Talbot, one from
 15 Tilghman Watermen's Museum wishing to return
 16 their allocation.

17 That's it.

18 MR. HOLLIS: And for the record, the
 19 Council received copies of all of that
 20 correspondence.

21 MR. PACK: Yes. Council did receive that

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1 as well as they will be preserved in the county
 2 record in perpetuity. So if anyone needs to
 3 look into those records, happy to do so. We're
 4 happy to provide those to anyone who asks.
 5 So now let's switch over to the open line.
 6 And Ms. Morris, who do we have on the call?
 7 MS. MORRIS: We have nobody on the call.
 8 MR. PACK: No one on the call. No one is
 9 interested in the county budget. Okay.
 10 Should we wait a moment or two for a call?
 11 They were told to get online about. . .
 12 MS. MORRIS: 4:55.
 13 MR. PACK: 4:55. 1:55 for the earlier
 14 session and 4:55 for this evening.
 15 So I wasn't expecting no callers.
 16 But anyway, if there's no callers online
 17 and we're not going to have Ms. Moran read
 18 those comments back into the record, then
 19 Council, unless there is an objection -- I am
 20 stalling just in case someone does dial in
 21 late, as you can see. I don't want people to

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1 feel like we're closing this public hearing too
 2 quickly. But certainly I don't want to just
 3 have people hanging out there in dead space.
 4 Why don't we, then, if there's any Council
 5 comment of Ms. Lane, do we want to take those.
 6 In case a caller does drop online, we can
 7 certainly stop the comment and take the
 8 caller's call. I can certainly do that or if
 9 Council just wishes to close the public session
 10 now, we can do that.
 11 I will open it up to the majority's
 12 pleasure. How do we want to go with this?
 13 MS. PRICE: Hopefully people are watching
 14 on the YouTube stream. Even though they might
 15 not be commenting, hopefully they've seen the
 16 presentation on our live stream rather than
 17 just calling in.
 18 MR. PACK: Okay. That's true. We are
 19 live streaming this as well.
 20 MS. PRICE: So I don't think we're going
 21 to have any comments. So I would say it's

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1 still open for written comment through the
 2 11th, correct?
 3 MR. PACK: Yes. The Council will not be
 4 taking the budget up for final vote until May
 5 the 12th. So will be accepting, as Ms. Lane
 6 pointed out in her presentation, written
 7 comment up through May the 11th. So if persons
 8 just don't want to call in but they want to
 9 send us a written comment, you can do so up
 10 through May 11th.
 11 So are you saying just close the public
 12 hearing at this point? You feel safe saying
 13 that, Ms. Price?
 14 MS. PRICE: I would say so, yes.
 15 MR. PACK: Unless there's any objection,
 16 we're going to go ahead and close the public
 17 hearing on Bill 1445 at this time.
 18 We thank those who did send in their
 19 written comment.
 20 We will say again that for those who want
 21 to send in additional comment, they can do so

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1 up until May the 11th.
 2 So Council, basically that's it of the
 3 public hearing on Bill 1445. I will open it
 4 back up for any additional comment from Council
 5 at this time. Anyone wish to jump in and start
 6 us off?
 7 Okay. There is going quite swimmingly.
 8 MS. PRICE: I will say if anybody is
 9 interested in what we said, we all did comment
 10 on the earlier public hearing.
 11 MR. DIVILIO: Yes.
 12 MS. PRICE: So dial back into the YouTube
 13 so that we don't have to just sit here and
 14 repeat ourselves.
 15 MR. DIVILIO: I agree.
 16 MS. PRICE: We all made brief comments at
 17 the two o'clock hearing. So I'm sure you can
 18 find that on the YouTube live -- or it won't be
 19 a live stream anymore, but the Memorex stream I
 20 guess.
 21 MR. PACK: Right. So again, this is not

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1 typical, but the way things are going
 2 nowadays --
 3 MR. DIVILIO: Nothing is right now.
 4 MR. PACK: What is typical nowadays.
 5 So we're certainly moving along as best we
 6 can.
 7 And I'll just give my acknowledgments
 8 again back out to Ms. Lane and her staff for
 9 doing a stellar job on the budget presentation,
 10 taking into account everything that they had to
 11 deal with. And also Mr. Hollis for his input
 12 on that budget presentation as well. I think
 13 they went through and cut the fat where the fat
 14 needed to be cut and had the foresight to
 15 recommend to the Council do a large contingency
 16 buildup as we go through the year. And I think
 17 that was very prudent of them and fiscally
 18 responsible of them to do that and for Council
 19 to take that recommendation on.
 20 So I just want to applaud them for their
 21 efforts.


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1 And again, back to Ms. Moran and
 2 Ms. Morris for getting all this set up and
 3 moving right along.
 4 So with that being said, Council, if
 5 there's no comment, let me just go ahead and
 6 read into the record that the Council's next
 7 meeting will be Tuesday, May the 12th. That
 8 will begin at six p.m. It will be held back
 9 here at the Wye Oak Room.
 10 The Council will be convening at
 11 three p.m. for final budget session and then
 12 adjourning into closed session to discuss real
 13 estate, legal, personnel matters as listed on
 14 the statement for closing that meeting.
 15 Therefore, now is there a motion to
 16 adjourn this meeting and reconvene as noted?
 17 MR. DIVILIO: So moved.
 18 MR. PACK: Moved by Mr. Divilio.
 19 MR. CALLAHAN: Second.
 20 MR. PACK: Seconded by Mr. Callahan. Any
 21 further business before Council?

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1 Hearing none, Madam Secretary, please call
 2 your roll.
 3 SECRETARY: Mr. Pack.
 4 MR. PACK: Aye.
 5 SECRETARY: Mr. Divilio.
 6 MR. DIVILIO: Aye.
 7 SECRETARY: Mr. Callahan.
 8 MR. CALLAHAN: Aye.
 9 SECRETARY: Ms. Price.
 10 MS. PRICE: Aye.
 11 SECRETARY: Mr. Leshner.
 12 MR. LESHNER: Aye.
 13 MR. PACK: Thank you. We're adjourned.
 14 (Meeting concluded at: 5:20 p.m.)
 15
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1 STATE OF MARYLAND
 2 I, Diane Houlihan, a Notary Public in and
 3 for the State of Maryland, County of Anne Arundel,
 4 do hereby certify that the within named, Talbot
 5 County Council Audio, personally appeared before me
 6 at the time and place herein set according to law,
 7 was interrogated by counsel.
 8
 9 I further certify that the examination was
 10 recorded stenographically by me and then transcribed
 11 from my stenographic notes to the within printed
 12 matter by means of computer-assisted transcription
 13 in a true and accurate manner.
 14
 15 I further certify that the stipulations
 16 contained herein were entered into by counsel in my
 17 presence.
 18
 19 I further certify that I am not of counsel
 20 to any of the parties, not an employee of counsel,
 21 nor related to any of the parties, nor in any way
 interested in the outcome of this action.
 AS WITNESS my hand Notorial Seal this 7th
 day of May, 2020, at Easton, MD.

 Diane Houlihan
 Notary Public
 My commission expires September 16, 2021

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