



# TALBOT COUNTY, MARYLAND

County Council

MINUTES

April 14, 2015

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 Anthony Kupersmith.

- I. Minutes – Mr. Pack requested and received Council’s unanimous consent for approval of the Minutes of March 10, 2015 and March 24, 2015.
- II. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, March 31, 2015, Tuesday, April 7, 2015 and Tuesday, April 14, 2015.
- III. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, April 14, 2015.
- IV. Recognition of Brian Micheliche, Captain, Talbot County Department of Emergency Services; Robert Messix, Paramedic/Firefighter, Cordova Volunteer Firemen’s Association; Nick Lange, Firefighter, Cordova Volunteer Firemen’s Association – Brian LeCates, Acting Director, Talbot County Department of Emergency Services recognized Deputy First Class Joe Timms and Capt. Scott Mergenthaler of the Talbot County Sheriff’s Office. Mr. LeCates read a statement into the record regarding a recent cold weather water rescue at Kingston Landing, whereby the injured driver of a partially submerged vehicle was brought to safety by Brian Micheliche of the Talbot County Department of Emergency Services, and Robert Messix and Nick Lange of the Cordova Volunteer Firemen’s Association. Mr. LeCates stated although he was out of town on vacation at the time of the incident, Deputy Timms had arrived at the scene as the heroic rescue was in progress and had emailed him the details of the incident. The Council commended Mr. Micheliche, Mr. Messix, and Mr. Lange for their bravery and quick response to a life-threatening situation. Capt. Mergenthaler read a proclamation into the record from Sheriff Joe Gamble which recognized the lifesaving heroism actions displayed by each of the individuals involved in the rescue and presented a proclamation to Mr. Micheliche and Mr. Messix; Mr. Lange was unable to be in attendance. The Clerk then read a certificate of appreciation from the Council into the record which commended their lifesaving efforts.  
  
Mr. Callahan presented Mr. Micheliche and Mr. Messix with Certificates of Appreciation and Council again commended the gentlemen for their heroic acts.
- V. Proclamation: Junior Achievement Financial Literacy Month – April, 2015 – Prior to presentation of the proclamation, Geoff Oxnam, Chairman, Junior Achievement of Talbot County Advisory Board, stated that the mission of Junior Achievement is to provide Talbot County students the tools they need to manage their personal finances, provide work readiness skills and entrepreneurship education. He stated that approximately 1,000 Talbot County students have participated in the free program this year. The Clerk then read the proclamation into the record and Council members expressed their appreciation to Mr. Oxnam and Ms. Heikes for the work of Junior Achievement. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council approved the proclamation by voting 5 – 0 as follows:

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

Ms. Williams presented the Proclamation to Mr. Oxnam and Ms. Heikes who accepted on behalf of Junior Achievement of Talbot County.

- VI. Proclamation: April as Month of the Young Child - Prior to presentation of the proclamation, Mary Adkins, Project Coordinator, Talbot County Judy Center, spoke on behalf of those organizations and agencies which provide services and programming to young children and their families in Talbot County. She stated that the goal of the organizations is to ensure that all children enter school with the readiness skills they need to succeed. Ms. Adkins then introduced representatives of the various early childhood agencies in attendance. The Clerk read a proclamation into the record in recognition of April as Month of the Young Child. The proclamation encouraged individuals and communities to focus on the needs of young children and to support the organizations which meet those needs. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the proclamation by voting 5 – 0 as follows:

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

Ms. Price presented the Proclamation to the children in attendance, who accepted on behalf of the agencies and organizations represented which provide various services to young children in Talbot County.

- VII. Presentation by Talbot Historical Society –Larry Denton, President, Talbot Historical Society; Art Cecil, Treasurer, Talbot Historical Society - Mr. Denton briefed the Council on recent improvements to the Talbot Historical Society Museum as well as several new exhibits anticipated to be on display in the near future which will highlight the noted accomplishments of several prominent Talbot County citizens. He stated that although the Historical Society has been privately funded since its inception 61 years ago, the mission of the 501(c)(3) is public, acting as a repository for most of the county’s historic artifacts and educating the public on the history of the county and the role Talbot County residents have played in both the history of the county and the nation. Mr. Cecil briefed the Council on the financial challenges faced by the Historical Society to maintain and preserve their historic buildings. He stated that although the buildings are owned by the Society, they are important to the community, and requested Council consideration to support the Historical Society’s preservation endeavors. He stated that although Society membership is gradually increasing, annual contributions have declined by 40% since 2011. Council members expressed their appreciation for the mission and efforts of the Talbot Historical Society toward preserving the history of Talbot County and Council discussion with the representatives ensued. Mr. Bartlett advised the representatives that the proposed budget for FY 2016 includes the dedication of a portion of funding received from cable franchise fees to an “historic assets fund.”

- VIII. Presentation by Eastern Shore Heritage, Inc. – Gail Owings, Executive Director, Eastern Shore Heritage, Inc. – Ms. Owings stated that Eastern Shore Heritage, Inc. (ESHI) is the managing entity for the Stories of the Chesapeake Heritage Area for Kent, Queen Anne’s, Caroline, and Talbot counties, and is one of 13 certified heritage areas in Maryland. She stated that the mission of the Heritage Area is to assist economic development through heritage tourism by generating interest of our region as a destination to which people want to visit, while also promoting the protection, preservation, interpretation and stewardship of the

resources of our community. Ms. Owings outlined the projects to which the Stories of the Chesapeake Heritage Area has assisted through grants, loans, and programming, including, among others, the Wye Grist Mill, Phillips Wharf Environmental Center, the Chesapeake Bay Maritime Museum, the Tilghman Watermen’s Museum, St. Michaels Museum, Historic Easton, the Hill Project, Waterfowl Festival and the Talbot Historical Society, and briefed the Council on current and upcoming projects to promote the history of Talbot County. Council discussion ensued with Ms. Owings as various topics were brought forward.

IX. Public Hearings:

Resolution No. 219, A RESOLUTION TO AMEND THE TALBOT COUNTY COMPREHENSIVE WATER AND SEWER PLAN TO ADD A NEW CAPITAL PROJECT FOR THE INSTALLATION OF A SCREW PRESS TO UPGRADE THE REGION II (ST. MICHAELS) WASTEWATER TREATMENT PLANT was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing, County Engineer, Ray Clarke, stated that Resolution No. 219 is scheduled to be presented before the Planning Commission and the Public Works Advisory Board at their respective meetings on Wednesday, May 6, 2015. Mr. Clarke stated that the project involves the replacement of the 20-year old belt filter press at the Region II Wastewater Treatment Plant in St. Michaels with a screw-type press at a cost of \$600,000 (\$500,000 for the screw press and \$100,000 for design related to the project); the resolution is required to be adopted as a condition of the pre-application process with the Maryland Department of the Environment Water Quality Finance Administration Grant and Revolving Loan Financing Program before the County can include the project in its Capital Project listing. The public was then provided an opportunity to comment on the legislation. Written comments on Resolution No. 219 will be accepted until Thursday, May 7, 2015. Resolution No. 219 is eligible for vote on Tuesday, May 12, 2015.

Resolution No. 220, A RESOLUTION TO AMEND THE COMPREHENSIVE WATER AND SEWER PLAN TO AUTHORIZE A CAPITAL PROJECT TO UPGRADE THE REGION V WASTEWATER TREATMENT PLANT TO UTILIZE ENHANCED NUTRIENT REMOVAL TECHNOLOGIES was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing, County Engineer, Ray Clarke, stated that the resolution is scheduled to be presented before the Planning Commission and the Public Works Advisory Board at their respective meetings on Wednesday, May 6, 2015; the resolution is required as a condition of the pre-application process with the Maryland Department of the Environment Water Quality Finance Administration Grant and Revolving Loan Financing Program before the County can include the project in its Capital Project listing. The public was then provided an opportunity to comment on the legislation. Written comments on Resolution No. 220 will be accepted until Thursday, May 7, 2015. Resolution No. 220 is eligible for vote on Tuesday, May 12, 2015.

A public hearing was held on Bill No. 1300, A BILL TO AMEND § 11-7 A. AND § 11-7 B., TALBOT COUNTY CODE “ALCOHOLIC BEVERAGES,” TO REVISE THE HOURS A HOLDER OF A SPECIAL CLASS H AND SPECIAL CLASS J LICENSE CAN KEEP FOR SALE AND SELL ALCOHOLIC BEVERAGES and the public was provided an opportunity to comment on the legislation. Upon motion by Ms. Price, seconded by Ms. Williams, Bill No. 1300 was brought to third reader with the Council voting 4 – 0 – 1 as follows:

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

Council discussion of the legislation ensued. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council approved Bill No. 1300 by voting 4 – 0 – 1 as follows:

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

Bill No. 1300 will take effect as provided for in the legislation.

A public hearing Bill No. 1301, A BILL TO AMEND § 11-5 D., TALBOT COUNTY CODE “ALCOHOLIC BEVERAGES,” TO REVISE THE HOURS A HOLDER OF A CLASS G (CLUBS) LICENSE CAN KEEP FOR SALE AND SELL ALCOHOLIC BEVERAGES and the public was afforded an opportunity to comment on the legislation. Upon motion by Ms. Price, seconded by Mr. Callahan, Bill No. 1301 was brought to third reader, with the Council voting 5 – 0 as follows:

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

Council discussion of the legislation ensued. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council approved Bill No. 1301 by voting 4 – 0 – 1 as follows:

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

Bill No. 1301 will take effect as provided for in the legislation.

X. Introduction of Legislation:

A BILL TO AMEND BILL NO. 1261 THE 2014-2015 ANNUAL BUDGET AND APPROPRIATION ORDINANCE TO AMEND THE CURRENT EXPENSE BUDGET THROUGH FOURTH QUARTER TRANSFERS AND SUPPLEMENTARY APPROPRIATIONS was read into the record by Finance Director, Angela Lane, and brought forward for introduction. Ms. Lane stated that transfers between agencies of County government and within the same fund may only be made during the last quarter of the fiscal year, upon recommendation of the County Manager and with the approval of the County Council. She stated that the legislation to amend the FY 2014-2015 Budget will not change the total amount of the General Fund Budget, only how the funding is distributed. Ms. Lane then read into the record the proposed changes as outlined in Exhibit “A” as follows:

To amend the Appropriation Budget by changing the following categories:

**APPROPRIATION BUDGET** – Circuit Court – Salaries from \$150,641 to \$151,171, an increase of \$530; Capital Outlay from \$10,000 to \$20,000, an increase of \$10,000;

**States Attorney** – Salaries from \$535,824 to \$541,924, an increase of \$6,100;

**Victim-Witness Program** – Salaries from \$109,730 to \$110,595, an increase of \$865;

**Finance Office** – Salaries from \$475,064 to \$480,464, an increase of \$5,400;

**Assessment Office** – Operating Appropriation from \$208,000 to \$180,000, a decrease of \$28,000;

**County Attorney** – Salaries from \$221,212 to \$222,112, an increase of \$900.00;

**Planning & Zoning** – Salaries from \$400,412 to \$395,412, a decrease of \$5,000; Operating Expense from \$55,150 to \$60,150, an increase of \$5,000;

**County Buildings Maintenance** – Capital Outlay from \$69,600 to \$49,600, a decrease of \$20,000;

**Information Technology** – Salaries from \$193,726 to \$194,726, an increase of \$1,000; Capital Outlay from \$0 to \$300,500, an increase of \$300,500;

**Insurance** – Operating Expense from \$97,500 to \$92,500, a decrease of \$5,000;

**Sheriff** – Salaries from \$1,784,212 to \$1,709,712, a decrease of \$74,500; Operating Expense from \$375,460 to \$445,460, an increase of \$70,000;

**DARE** – Salaries and Benefits from \$81,568 to \$84,068, an increase of \$2,500; Operating Expense from \$13,070 to \$15,070, an increase of \$2,000;

**Volunteer Fire Companies** – State Fire/Rescue Fund from \$172,723 to \$216,137, an increase of \$43,414; Incentive Program from \$260,000 to \$325,000, an increase of \$65,000; Workers' Compensation from \$25,310 to \$27,648, an increase of \$2,338;

**Emergency Medical Services** – Salaries & Benefits from \$3,009,563 to \$3,150,990, an increase of \$141,427; Capital Outlay from \$488,000 to \$497,800, an increase of \$9,800;

**Detention Center** – Capital Outlay from \$0 to \$6,000, an increase of \$6,000;

**Emergency Management** – Salaries from \$837,484 to \$867,484, an increase of \$30,000; Operating Expense from \$425,003 to \$395,003, a decrease of \$30,000;

**County Roads** – Capital Outlay from \$256,000 to \$384,000, an increase of \$128,000;

**Public Works** – Salaries from \$357,520 to \$398,520, an increase of \$41,000; Capital Outlay from \$20,000 to \$5,000, a decrease of \$15,000;

**Mosquito Control** – Operating Appropriation from \$136,500 to \$121,500, a decrease of \$15,000;

**Parks & Recreation** – Capital Outlay from \$65,000 to \$70,000, an increase of \$5,000;

**Office of Economic Development** – Salaries & Benefits from \$132,994 to \$147,994, an increase of \$15,000; Operating Expense from \$79,000 to \$64,000, a decrease of \$15,000;

Other Economic Development – Operating Expense from \$20,000 to \$26,760, an increase of \$6,760;

**Tourism** – Salaries & Benefits from \$150,015 to \$142,215, a decrease of \$7,800; Operating Expense from \$352,550 to \$360,350, an increase of \$7,800; Capital Outlay from \$0 to \$3,500, an increase of \$3,500;

**Chesapeake College** – Debt Service from \$201,690 to \$125,690, a decrease of \$76,000;

**Employee Benefits** – Employees' Retirement from \$785,000 to \$715,000, a decrease of \$70,000; Health Insurance from \$2,000,000 to \$1,775,000, a decrease of \$225,000; Retirees' Health Insurance from \$275,000 to \$412,666, an increase of \$137,666;

**Reserve for Contingencies** from \$661,200 to \$200,000, a decrease of \$461,200;

**TOTAL** FY 2014-2015 Budget from \$15,491,721 to \$15,491,721, an increase of \$0.

The legislation was then introduced by Mr. Bartlett, Mr. Callahan, Mr. Pack, Ms. Price, and Ms. Williams as Bill No. 1302. A public hearing was scheduled for Tuesday, May 5, 2015 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 N. Washington Street, Easton, Maryland 21601.

AN ACT TO ESTABLISH THE 2015-2016 ANNUAL BUDGET AND APPROPRIATION ORDINANCE was read into the record by Mr. Pack and brought forward for introduction. Prior to introduction, County Manager, R. Andrew Hollis, highlighted portions of the proposed budget for FY 2016 of \$78,640,000. He stated that the Council received funding requests of approximately \$83,120,000, or \$8.5 million more than the current fiscal year budget, an 11% increase; the FY 2015-2016 Budget proposed for introduction reflects an increase of 5.38%, which strikes a balance between the real needs of the community and the maintenance of two of the lowest tax rates in the state: the County Property Tax Rate, which is the lowest in the state at a proposed .536 per \$100 of assessed valuation, and the County Income Tax Rate, the second lowest in the state which is proposed to be \$2.40 per \$100 of assessed valuation. Mr. Hollis stated that the priorities of the Council remain the public safety and health of County citizens, infrastructure (roads, buildings and emergency communications) and public school education through Maintenance of Effort and infrastructure. He cited several examples of how the fiscal challenges of the last few years had led to the development of partnerships between the County and other entities in order to provide funding sources for projects other than County tax dollars, including partnering with the State of Maryland on a statewide radio communications system; leveraging millions of dollars in grant funding to support innovative environmental projects and alternative energy solutions, and working with private foundations and organizations and individuals to provide funding for various programs and equipment. Mr. Hollis provided a synopsis of the amount of grant and/or other funding received for specific projects from 2008 through the present which emphasized the County's focus on environmental improvements, including the upgrade of 408 septic systems to date with denitrification units; implementation of mini Watershed Implementation Programs (WIPs) for local municipalities; ditch bio-retention systems; urban stormwater management projects; and the Governor's Stream Challenge. Mr. Hollis stated that in keeping with Council's priority of public safety, the following are included in the proposed FY 2016 Budget: seven full time positions comprising of two additional deputies in the Sheriff's Department; two additional Correctional Office positions; two additional EMT positions; and one additional 911 Dispatch Operator position; full funding for the Volunteer Fire Departments as well as funding toward recruitment and retention; continued funding for maintenance of County roads, including the resurfacing of approximately 43.1 miles of roadway; transfer of \$1 million to the Other Post Employment Benefits (OPEB) Trust; and continued funding for major Capital Projects. Mr. Hollis noted that the proposed Budget also includes a step increase for full time County employees effective January 1, 2016; benefits for employees will now be reflected in individual department budgets in order to provide a more accurate cost of operation for departments. He stated that the proposed FY 2016 Budget funds Talbot County Public Schools at the required Maintenance of Effort (MOE) level, an increase of \$582,667 from FY 2015; that funding of pensions for Public School

employees has also increased by \$150,321 from FY 2016, and that the Budget reflects an additional \$60,000 in funding for programs not included in MOE. Mr. Hollis emphasized that the County funds over 74% of the base operating budget for Talbot County Public Schools, as well as \$3 million in debt service. He then reviewed the Revenue segment of the proposed budget for FY 2016 which anticipates that Property Tax Revenues and Income Tax Revenues will increase by 2.2% and 5.3%, respectively, or an estimated \$1.29 million. Mr. Hollis utilized the various charts and graphs in the PowerPoint presentation to outline the sources of revenue for the General Fund. He reviewed the Expenditures which are primarily focused on Public Safety and Education; and the Fund Balance, or “Rainy Day Fund,” which is projected to have a balance of \$12.3 million as of June 30, 2015; \$1.0 million will be placed in OPEB Trust for Retiree Health Obligations and \$300,000 was used to balance the FY 2016 Budget; the remaining balance of \$11.0 million is available for FY 2017 and beyond if needed. He stated that the Capital Projects Fund includes proposed projects for expansion of the 911 and Operations Centers, improvements to public landings and bridges, streets and highways, development of the County park on Oxford Road, as well as various projects for Talbot County Public Schools; total funding for Capital Projects is just over \$4.3 million. He recapped the proposed Budget for FY 2016, reiterated that the Council’s highest priority remains Public Safety staffing and resources. Mr. Hollis presented a slogan and graphic designed by former County Manager, Clay Stamp and approved by the County Council related to resiliency which represent the various facets comprising a healthy Talbot County community with regard to the following: Health, Safety and Welfare; Economic Stability; Infrastructure; Education; and Environment and Shoreline Protection. Mr. Hollis outlined the pillar to which each County Department was assigned, which again reiterated the emphasis of the Council on the public health and safety of county citizens. He stated that the Council can utilize the pillars as a tool in future budget years as a means to visualize their funding decisions. Mr. Hollis thanked the Council, Finance Director Angela Lane, and Autumn Finch-Tyler of the Finance Office for their many hours of work in drafting the Budget. The legislation was introduced by Mr. Bartlett, Mr. Callahan, Mr. Pack, Ms. Price and Ms. Williams as Bill No. 1303. A public hearing was scheduled for Tuesday, May 5, 2015 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 N. Washington Street, Easton, Maryland 21601 and at 7:00 p.m. in the Easton High School Cafeteria, 723 Mecklenburg Avenue, Easton, Maryland.

IX. County Manager’s Report:

- A. Talbot County Blue Ribbon Commission Oversight Committee - Requested Council approval for the reappointment of Steve Capranica, Dr. Russell Schilling, and Robbie Gill to three-year terms on the Talbot County Blue Ribbon Commission Oversight Committee; said terms will expire on April 1, 2018. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the reappointments by voting 5 – 0 as follows:

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

- B. Mid-Shore Mental Health Systems, Inc.’s Behavioral Health Advisory Committee - Requested Council approval for the reappointment of Jackie Davis to a three-year term on the Mid-Shore Mental Health System, Inc.’s Behavioral Health Advisory Committee; said term will expire on April 30, 2018. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the reappointment by voting 5 – 0 as follows:

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

- C. Program Open Space Projects for FY 2016 – Preston Peper, Director of the Talbot County Department of Parks & Recreation, requested Council approval to submit an application to Program Open Space (POS) for funding of the following projects; a 24 ft. x 24 ft. pavilion at the Talbot County Community Center at a budgeted cost of \$45,000; replacement of the security camera system at the Talbot County Community Center at a budgeted cost of \$15,900; replacement of carpeted flooring in the Chesapeake Room at the Community Center with more easily maintained tiles at a budgeted cost of \$15,000; signage in front of Community Center at a budgeted cost of \$60,000; purchase of sports equipment specifically designed for utilization on the Sport Court flooring which was installed at the Community Center in 2014 at a budgeted cost of \$35,000; and LED Lighting upgrade to exterior lights at the Talbot County Community Center at a budgeted cost of \$75,000; costs of above-referenced projects are 90% reimbursable by Program Open Space. If funding is approved, the projects will be bid out utilizing the County’s procurement policy. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved moving forward with the projects, contingent upon receipt of Program Open Space funding, by voting 5 – 0 as follows:

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

X. Council Comments:

- Mr. Callahan - Mr. Callahan expressed his appreciation to County staff for their hard work on the budget, stating that it had been great to go through the budget process with Angela and he hopes the public will realize how hard the Council worked to make things happen for the County. He stated that he was glad that Mr. Pack was back and he was looking forward to springtime and warmer weather.
- Ms. Price - Ms. Price echoed Mr. Callahan’s thoughts and wished everyone “happy spring.”
- Mr. Bartlett - Mr. Bartlett stated that he, Ms. Williams and Mr. Callahan had recently attended an event at The Tidewater Inn hosted by the Mississippi Department of Marine Resources and the Mississippi Governor’s Oyster Restoration and Resilience Council. He stated that it was great to learn about aquaculture and the efforts of other jurisdictions to improve their waterways, and that, in his opinion, it is good to see that other areas face the same types of issues that Talbot County faces and to exchange ideas.
- Ms. Williams - Ms. Williams stated that it was good to have concluded the budget process. She stated that she was not sure that the public is aware of how much time and effort on both the part of staff and the Council that went into drafting the budget. She stated that the Council went through each line in the budget with staff, trying very

hard to fund as many items as possible, but unfortunately it is not possible to do so when requests far exceed anticipated revenues. She stated that, in her opinion, it had been an interesting and hopefully, worthwhile process.

Mr. Pack - Mr. Pack expressed his appreciation to Angela Lane, Autumn Finch-Tyler, Andy Hollis and Jessica Morris for their efforts in working with the Council on the budget. He stated that it was the first time he had worked with Mr. Callahan and Ms. Williams on the budget and, in his opinion, their ideas and the various backgrounds they brought to the table were needed in the process. He stated that he is still not 100% and has a way to go with his recovery; he expressed his gratitude to County staff for making accommodations for him during his recovery from his tragic accident, including the use of Skyping technology, so he could participate in several work sessions.

XI. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters and to reconvene at 4:00 p.m. for a work session with the Affordable/Workforce Housing Commission, to reconvene on Monday, April 20, 2015 at 6:00 p.m. in the Talbot County Free Library Meeting Room and on Monday, April 27, 2015 at 4:00 p.m. for work sessions with staff on the Draft Comprehensive Plan, and reconvene on Tuesday, April 28, 2015 at 5:00 p.m. in Executive Session for discussion of legal, personnel, and real estate matters, and for the regularly scheduled meeting at 6:00 p.m. 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 3:36 p.m.

The transcript of the April 14, 2015 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XII. On Tuesday, April 14, 2015, an Executive Session of the Talbot County Council convened at 12:40 p.m. in the Bradley Meeting Room and the County Council Conference Room. Upon motion by Mr. Bartlett, seconded by Ms. Price, 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)(4)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; to discuss a personnel matter at the Talbot County Health Department; to discuss a personnel matter at the Talbot County Election Board; and to discuss a personnel matter at the Roads Department; for legal/real estate matters to discuss possible acquisition of property for a public purpose and for legal advice concerning possible relocation of Memorial Hospital at Easton to County owned property and timetable for same; and for a legal matter for legal advice regarding potential litigation involving the County. The Executive Session recessed at 1:30

p.m., reconvened at 3:45 p.m., recessed at 4:00 p.m., and reconvened at 5:10 p.m. The Executive Session ended at 6:10 p.m.

- XIII. Work Session with Affordable/Workforce Housing Commission – Nancy Andrew, Chairman, Affordable/Workforce Housing Commission; Members, Affordable/Workforce Housing Commission; Mary Kay Verdery, Planning Officer; Martin Sokolich, Long Range Planner – The Council held a work session with members of the Affordable/Workforce Housing Commission at 4:00 p.m. in the Bradley Meeting Room. The Commission was appointed by the Council in late 2014 for the purpose of exploring the availability of affordable and workforce housing in Talbot County and to provide recommendations for Council’s consideration for matters related to the development of affordable and workforce housing initiatives, programs, funding, and/or legislation. Ms. Andrew outlined the definition of affordable and workforce housing as determined by the U.S. Department of Housing and Urban Development (HUD), which, in FY2014, stated that the household income for a family of four must be between \$23,960 and \$63,850 per year (\$11.51 to \$30.70 per hour for 40 hours/week). The Commission then presented statistical information on incomes and housing prices in Talbot County and several surrounding counties. Ms. Andrew stated that 60% of households in Talbot County have an income of less than \$75,000/year, with the median sale price of a house in Talbot County of \$293,500. Council discussion ensued as to the location of affordable/workforce housing in the county, and the availability of land and accessibility of infrastructure available for affordable/workforce housing. Members of the Commission briefed the Council on the advantages to individuals “living where they work,” which research has shown that the development of affordable housing increases spending and employment in the surrounding community, fosters local economic development and acts as an important source of revenue for local governments; Council discussion again ensued with members of the Commission. Recommendations presented by the Commission to the Council included immediate, mid-term and long term recommendations, and suggestions for implementation of the recommendations in order to address the shortage of affordable/workforce housing in the county. The Council will review the recommendations made by the Commission and requested that Martin Sokolich, Long Range Planner, incorporate the recommendations into the Draft Comprehensive Plan currently undergoing review by the Council. The Affordable/Workforce Housing Commission will continue to update the Council on an as-needed basis.
- XIV. Work Session on Water Quality Demonstration Projects – Ray Clarke, County Engineer; Bill Wolinski, Environmental Engineer – The Council held a work session with staff at 4:00 p.m. on Tuesday, March 31, 2015 in the Bradley Meeting Room. Mr. Clarke and Mr. Wolinski briefed the Council on current efforts to reduce nitrogen and phosphorus (nutrient loads) in local waters through locally developed Watershed Implementation Plans (WIPs), with the goal of reducing nutrient loads by 60% by 2017 and 100% by 2025. Mr. Clarke and Mr. Wolinski stated that their office has been working with the incorporated towns, villages, and residential subdivisions to develop and implement pollution reduction strategies tailored specifically for their particular locations, or mini WIPs, including roadside drainage ditch conversion to biological treatment systems; roadside ditch operation and maintenance for water quality management; installation of stormwater gross pollutant filters and inlet filters; a lawn fertilization management program; and a tree planting program; a visual demonstration for several of the strategies was provided. Mr. Clarke then outlined secured sources of funding, both private and public, for past and current projects which have, or will, contribute to providing Talbot County with credit toward their nutrient reduction goal; the projects include the upgrade of minor wastewater treatment plans such as are located in Oxford and Tilghman; extension of sewer service to failing septic systems; agricultural nutrient reduction projects; placement of smart sponges in the catch basins on Dutchmans Lane; ditch retrofit projects on Glebe Road and at the County’s Bio-Solids Facility on Klondike Road, and efforts by several municipalities to upgrade their wastewater treatment plant facilities from BNR to more efficient ENR technologies. Mr. Clarke also outlined anticipated future funding for projects to help the County continue to reach its nutrient reduction goals. Mr. Clarke and Mr. Wolinski will continue to update the Council as new projects are implemented and the results of current projects are finalized.

- XV. Incorporated Towns Meeting - The County Council met with the elected officials of the incorporated towns of Easton, Oxford, Queen Anne, St. Michaels and Trappe at 5:00 p.m. on Tuesday, March 31, 2015 in the Meeting Room of the Talbot County Free Library. County Manager, Andy Hollis, briefed the elected officials on the George Murphy Pool in Easton and the Bay Hundred Pool in St. Michaels. He stated that historically, although the pools have operated at a deficit, the cost of entry passes has been kept low. Mr. Hollis stated that Council has discussed moving the pools from the Enterprise Fund to the General Fund. He stated that the costs of entry passes for 2015 are as follows: \$4 for children and \$5 for adults; \$75 per individual, \$200 per family, and \$65 for senior citizens for the season. Mr. Pack thanked the Town of St. Michaels for their contribution to the Bay Hundred Pool. Each town provided an update on various projects within their jurisdictions which were in progress or had been completed. Easton advised that the Mayor had proposed a 15% increase in the FY 2016 budget which is scheduled for a public hearing on Monday, April 20, 2015. He stated that capital projects will be financed through the issuance of bonds; the funding will be used to assist the Town with projects on which maintenance had been deferred. Town representatives also advised that the public hearing on the proposed transfer of the Avalon Theatre from the Avalon Foundation to the Town of Easton had been held on April 6, 2015 and that Town elections for Wards 1 and 3, and the Mayor will be held on May 5, 2015. Oxford stated that the engineering phase of the Town's wastewater treatment plant improvement project is approximately 30% complete; the Town has received a technical assistance grant through a joint collaboration between the Maryland Department of Natural Resources and the National Oceanic and Atmospheric Administration (NOAA) for the purpose of assessing the coastal vulnerabilities of the town and to provide data which the Town can then use to improve stormwater management planning; and the opening of the Town's dog park is scheduled for Summer 2015. Queen Anne provided an update on their Community Safety Enhancement Project, the name of which has been changed by the Maryland State Highway Administration to "Urban Renewal Project;" the project, which was originally known as the sidewalk project, and is anticipated to be bid out in 2017, if funding is available. Improvements will include the lowering of portions of Main St. in the Town of Queen Anne to provide for ADA curbing requirements, and the widening of the intersection of Rt. 404 and Rt. 303. Anthony Smith, Chief of Police for the Town of St. Michaels, briefed the elected officials on the S.M.Y.L.E. (St. Michaels Youth Law Enforcement) Program. He stated that his office, in cooperation with several area non-profit organizations, including the St. Michaels Community Center, provides programming for area youth which focuses on teamwork and partnership among the participants, and encourages youth participation in community service projects as a means to improving the communities where they live. He stated that the programming helps young people build a strong work ethic and shows the young people that the police department cares. He stated that the program is designed for youth in grades 9-12; participants meet one day a week for an 8-week session. Chief Smith then introduced several young people who are currently in the program. The next S.M.Y.L.E. graduation will take place on Thursday, April 29, 2015 at 5:00 p.m. in the St. Michaels Middle-High School Auditorium. Town representatives congratulated the St. Michaels Community Center which is celebrating their 25<sup>th</sup> anniversary in 2015 and advised that the public hearing on the budget for the Town of St. Michaels would be held on Thursday, April 2, 2015. Trappe representatives stated that their budget process is on-going; advised that Commissioner Robert Crosswell has resigned before the expiration of his term in 2017; as such, three vacancies will be on the ballot for the Town elections in May 2015. Martin Sokolich, Talbot County Long Range Planner, advised that copies of the Draft Comprehensive Plan, as recommended to the County Council by the Planning Commission, had been distributed to each of the Towns; copies of the Draft Plan are also available at the Talbot County Free Library locations in Easton and St. Michaels and on the County's website. He stated that the Draft Comprehensive Plan reflects no major changes and no changes in recommendations for zoning. Planning Officer, Mary Kay Verdery, stated that in 2013, the Flood Insurance Rate maps for Talbot County had been updated. Subsequently, Talbot County received coastal updates to preliminary Flood Insurance Rate maps and her office has been working with Mark Cohoon, GIS Manager in the Department of Public Works, and the Federal Emergency Management Agency (FEMA) consultant to correct errors discovered in the preliminary maps. She stated that revisions to the

preliminary maps are anticipated to be completed by April or May; joint work sessions will then be scheduled with FEMA and the Maryland Department of the Environment (MDE); each community (municipality) will also be required to update its own maps. County Engineer Ray Clarke and Bill Wolinski updated the elected officials on the various projects being proposed, or have already been implemented, to reduce nitrogen and phosphorus (nutrient loads) in local waters, and the sources of funding for same, including the recently completed or proposed upgrades to municipally owned wastewater treatment plants and the County’s Region V Wastewater Treatment Plant in Tilghman. The meeting adjourned at 6:00 p.m. The next Incorporated Towns Meeting is scheduled for Monday, June 8, 2015 at 5:00 p.m. in the Meeting Room of the Talbot County Free Library in Easton.

- XVI. Work Session with Talbot County Emergency Services Advisory Board – Wayne Dyott, Chairman, Talbot County Emergency Services Advisory Board; Members, Talbot County Emergency Services Advisory Board – The Council held a work session with members of the Talbot County Emergency Services Advisory Board at 4:00 p.m. on Thursday, April 9, 2015 in the Bradley Meeting Room. Mr. Dyott and members of the Advisory Board expressed their appreciation to the Council for their on-going support of emergency services in Talbot County. Mr. Dyott gave an overview of the Board’s mission: to provide the County Council with recommendations and suggestions for consideration during their deliberations in funding Talbot County Emergency Services. Various Board members presented information on the accomplishments of Emergency Services during the last year, the strengths and challenges of providing emergency services in Talbot County, recommendations for recruiting and retaining highly qualified emergency services personnel to Talbot County; and various recommendations for Council’s consideration on funding for matters related to the provision of emergency services in Talbot County. Discussion with Council ensued as the various matters were brought forward. The Emergency Services Advisory Board will continue to update the Council on a regular or as-needed basis.

**CASH STATEMENT 3/30//2015**

BALANCE 3/24/2015	\$29,367,492.31
RONB QTRLY BOND PAYMENT 3/2015	(9,478.60)
POSTAGE WIRE	(3,000.00)
UHC CLAIMS THRU 3/24/2015	(61,991.71)
PAYROLL-FD/SS/MS WH 3/27/2015	(129,846.48)
SECU DED	(5,901.58)
DEFERRED COMP DED	(10,044.87)
MD WH	(32,216.20)
PENSION DED	(31,578.28)
ACH TRANSFER	(11,896.75)
FLEX SPENDING ACCT	(3,016.55)
DEPOSITS	341,359.25
CHECKS	(1,134,021.18)
<b>BALANCE 3/30/2015</b>	<b><u>28,275,859.36</u></b>

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP37	16,762.37
AIP39	73,794.25
AIP40	BALANCE 3/24/2015      \$ 27,036.22

	DEPOSIT	48,025.00	
	CHECKS	(5,796.00)	69,265.22
AIP41			48,989.25
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>			<b><u>208,811.09</u></b>
<b>INVESTMENTS – CERTIFICATES OF DEPOSIT</b>			
<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.06%	18,000,000.00
<b>TOTAL INVESTED</b>			<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>			<b><u>\$8,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>			<b><u>\$46,493,240.45</u></b>

**CASH STATEMENT 4/7/2015**

BALANCE 3/30/2015		\$28,275,859.36
BOARD OF EDUCATION 3/2015		(2,878,842.00)
INTEGRA 4/2015		(16,741.12)
GOLF COURSE EQUIPMENT LEASE 3/2015		(4,222.00)
UHC CLAIMS THRU 3/31/2015		(53,655.49)
PAYROLL – FD-SS-MS WH 4/3/2015		(2,869.92)
DEFERRED COMP DED		(1,265.00)
MD WH		(547.36)
PENSION DED		(336.00)
FLEX SPENDING ACCT		(193.34)
DEPOSITS		1,215,686.67
CHECKS		(1,063,426.55)
VOID CHECK NO.S 297904, 298055, 298265		2,471.75
<b>BALANCE 4/7/2015</b>		<b><u>25,471,919.00</u></b>

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--
AIP37		16,762.37
AIP39		73,794.25
AIP40		69,265.22
AIP41		48,989.25
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>		
<b><u>208,811.09</u></b>		

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.06%	18,000,000.00

<b>TOTAL INVESTED</b>	<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>	<b><u>\$8,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>	<b><u>\$43,689,300.09</u></b>

**CASH STATEMENT 4/14//2015**

BALANCE 4/7/2015	\$25,471,919.00
INTEREST ON ACCTS 3/2015	6,007.21
BANK CHARGES 3/2015	(1,079.52)
USDA RURAL DEVELOPMENT/AP MTHLY SEWER BOND	(1,304.00)
TALBOT BANK DEPOSIT TICKETS	(268.07)
UHC CLAIMS THRU 4/7/2015	(42,282.14)
PAYROLL-FD/SS/MS WH 4/10/2015	(126,100.16)
SECU DED	(5,904.07)
DEFERRED COMP DED	(10,044.87)
MD WH	(31,320.37)
PENSION DED	(31,521.86)
ACH TRANSFER	(11,858.79)
FLEX SPENDING ACCT	(3,016.55)
DEPOSITS	360,092.86
CHECKS	(857,231.02)
<b>BALANCE 4/14/2015</b>	<b><u>24,716,087.65</u></b>

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP37	16,762.37
AIP39	73,794.25
AIP40	69,265.22
AIP41	48,989.25

**AIRPORT ACCOUNTS TOTAL BALANCE** **208,811.09**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.06%	18,000,000.00

**TOTAL INVESTED** **\$18,000,000.00**

**PETTY CASH BALANCE** **\$8,570.00**

**GRAND TOTAL ALL FUNDS**

**\$42,933,468.74**