



Talbot County, Maryland



Easton, Maryland

MINUTES

April 15, 2014

Present – President Corey W. Pack, Vice President Laura E. Price, Dirck K. Bartlett, R. Andrew Hollis, Acting County Manager Clay B. Stamp, County Attorney Michael Pullen and Staff Attorney Tony Kupersmith. Council Member Thomas G. Duncan was absent.

- I. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, April 15, 2014.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of April 15, 2014.
- IV. Presentation of Proclamation: Junior Achievement Financial Literacy Month – April, 2014 – Prior to presentation of the proclamation, Mr. Geoff Oxnam, Chairman, Junior Achievement of Talbot County Advisory Board, stated that community volunteers for Junior Achievement from the business and professional community, in partnership with Talbot County Public Schools, provide free financial literacy education to all seventh graders in Talbot County. He stated that Junior Achievement gives students the tools they need to manage their personal finances, teaches them how to be able to start their own business should they choose to do so, and how to be financially successful in the future. He advised that once completed, a portion of the space in Achievement Park on Dutchmans Lane will provide an experiential learning facility for students where lessons learned in the classroom can be applied to real life situations. The program, now in its third year, has grown in participation from 176 students in the first year to approximately 800 students this year. Council members expressed their appreciation to Mr. Oxnam, and other Advisory Board members in attendance, Ms. Laura Heikes and Mr. Ronald McDonald.

Upon motion by Ms. Price, seconded by Mr. Bartlett the Council approved the Proclamation by voting 4 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price - Aye

Mr. Bartlett presented the Proclamation to Geoff Oxnam who accepted on behalf of Junior Achievement of Talbot County.

- V. Introduction of Legislation:

AN ACT TO ESTABLISH THE 2014-2015 ANNUAL BUDGET AND APPROPRIATION ORDINANCE was brought forward for introduction. Prior to introduction, Acting County Manager Clay Stamp stated that during the development of the budget for FY 2015, each department had been asked to present its “real needs” following several recent recessionary years when many projects had to be postponed due to lack of revenue, including on-going building maintenance, road maintenance, and the increasing demand on emergency and law enforcement services. Mr. Stamp stated that, in his opinion, the proposed FY 2015 Budget is a balance between addressing real needs yet maintains current tax rates with only a 2.9% increase from the FY 2014 Budget. He stated that even during recent years when the County had had to defer many

projects, with the leadership of the Council and creativity on the part of staff, the County was able to form coalitions and partnerships to leverage millions of dollars in grant funding for various County projects including, installation of wind turbines at the Klondike Road Bio-Solids Treatment Facility; solar panels at the Region II Wastewater Treatment Plant in St. Michaels and the Talbot County Community Center; the upgrade of failing septic systems and the extension of sewer services to areas of the County as an effort to reduce runoff of pollutants into the Chesapeake Bay. Mr. Stamp stated that grant monies had also been used to invest in technological enhancements for the new statewide radio communication system designed to allow interagency sharing of information not previously feasible. He stated that the County had also partnered with various foundations and individuals which provided funding for specific programs and equipment. He concluded his comments by stating that the proposed County budget for FY 2015 reflects the prioritization of public safety and health, personnel, equipment and buildings, roads, education and emergency communications. Angela Lane, Finance Director outlined the proposed budget for FY 2014-2015 which totals \$74,560,000, and includes the General Fund, Capital Projects Fund, Development Impact Fund, Grants and Special Revenue Fund, and the Recreation Fund, Sanitary Districts, Easton Airport, and Talbot Family Network. She stated that no General Fund Reserves or transfers from other funds were used to balance the budget, and that the proposed FY 2015 Budget is based on anticipated revenues for the upcoming year; no General Fund Reserves have been used for the past two years. She reiterated Mr. Stamp's previous statements regarding prioritization of items within the proposed budget, stating that the proposed budget includes the addition of ten new positions; seven of which are in Public Safety, with two additional Sheriff Deputy positions, two additional correctional officer positions, two additional 9-1-1 dispatch operator positions; and one paramedic position; the other new positions include additions to the County Permits and Inspections Department, Facility Maintenance and Administration; two positions were transferred to the State of Maryland for a net of eight full-time positions; the proposed budget also includes a step for full-time County employees and funding for several County infrastructure projects. Ms. Lane provided information on sources of Revenue for the FY 15 Budget year; provided information on Property Tax rates for Maryland's 24 jurisdictions, of which Talbot County's rate is currently the lowest rate in the state at \$0.512; the FY 2015 proposed budget which would increase the rate to \$0.527 would still be the lowest rate. Talbot County has the second lowest Income Tax Rate of the 24 jurisdictions in Maryland at 2.40%. Ms. Lane outlined categories in the General Fund Expenditures and the Capital Projects Funds as proposed in the FY 2015 Budget which increases funding for Public Safety, County Roads, Health Services, the Library, and Chesapeake College; 54.3% of the County's budget goes toward funding education with 51.9% to Talbot County Public Schools. She provided information on the available Fund Balance, use of same over the past several years, and the anticipated increase in the available Fund Balance from FY 2016 forward; As of June 30, 2014, the Fund Balance is projected to be \$8.2 million. She then briefed the Council on several Capital Projects in the proposed FY 2015 Budget including, an upgrade of the County's 9-1-1 system and expansion of the 9-1-1 Center, air conditioning of the Easton High School Gymnasium, and continuation of replacement of the St. Michaels Middle-High School Roof. Council members expressed their appreciation to Ms. Lane and her staff. AN ACT TO ESTABLISH THE 2014-2015 ANNUAL BUDGET AND APPROPRIATION ORDINANCE was read into the record by the Clerk and introduced by Mr. Bartlett, Mr. Hollis, Mr. Pack, and Ms. Price as Bill No. 1261. A public hearing was scheduled for Tuesday, May 6, 2014 at 3:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, and at 7:00 p.m. in the Easton High School Cafeteria, 723 Mecklenburg Avenue, Easton, Maryland.

VI. County Manager's Report:

- A. Request by Talbot County Department of Public Works - Requested Council approval of the County Engineer's recommendation to award engineering services for the development of the Wetlands Permit and Hydraulic and Hydrogeology Study for the Deep Water Point Road Culvert Replacement Project to the lowest proposer, Lane Engineering, in the sum of

\$8,730.00. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved the award as recommended by voting 4 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye

- B. Request by Talbot County Department of Public Works – Requested Council approval of the County Engineer’s recommendation to award engineering services for the development of the Wetlands Permit and Hydraulic and Hydrogeology Study for the Old Orchard Road dewatering structure repair/replacement project to the lowest proposer, Lane Engineering, in the sum of \$7,250.00 from the County’s Contingency Fund which Mr. Stamp certified are available. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the award as recommended by voting 4 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye

- C. Request by Department of Public Works – Requested Council approval of the County Engineer’s recommendation to award engineering services for the Martingham Sewer Extension Project to the lowest proposer, Davis, Bowen and Friedel, in the sum of \$56,710.00; said engineering services include design of a new pump station and force main as well as construction management and inspection services related to the sewer extension project. Upon motion by Ms. Price, seconded by Mr. Hollis, the Council approved the award by voting 4 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye

VII. Council Comments:

Ms. Price – No comments.

Mr. Hollis - No comments.

Mr. Bartlett – No comments

Mr. Pack - Mr. Pack wished everyone a happy and joyous Easter.

- VIII. Upon motion by Ms. Price, seconded by Mr. Bartlett, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters and to reconvene in Executive Session on Tuesday, April 22, 2014 at 5:00 p.m. for discussion of legal, personnel, and real estate matters, and at 6:00 p.m. in the regularly scheduled meeting by voting 4 – 0 as follows:

- Mr. Pack – Aye
- Mr. Hollis– Aye
- Mr. Bartlett - Aye
- Ms. Price – Aye

The meeting adjourned at 6:47 p.m.

The transcript of the April 15, 2014 County Council meeting is available for review in the Office of the County Manager during regular office hours.

IX. On Tuesday, April 15, 2014, an Executive Session of the Talbot County Council convened at 5:10 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council met in Executive Session by voting 4 - 0 as follows:

- Mr. Bartlett – Aye
- Mr. Duncan – Absent
- Mr. Hollis – Aye
- Mr. Pack – Aye
- Ms. Price – Aye

In accordance with State Article § 10-508 (a)(1)(i)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; to discuss a vacancy in the Department of Public Works; and to discuss a vacancy in the Department of Emergency Services; and for a legal matter for legal advice regarding potential litigation. The Executive Session recessed at 6:00 p.m. and reconvened at 6:55 p.m. The Executive Session ended at 7:40 p.m.

CASH STATEMENT 4/15/2014

BALANCE 4/08/2014	\$26,459,998.05
UHC CLAIMS THRU 4/8/2014	(9,789.34)
BANK CHARGES 3/2014	(826.29)
INTEREST ON ACCTS 3/2014	5,615.12
STATE REPORT 3/2014	(93,152.40)
BNY MELLON/PUBLIC FACILITIES BONDS OF 2010	(1,417,565.00)
ALS-STOPPED PAYMENT PROGRESSIVE FO 4/9/2014	(627.00)
ALS-STOPPED PAYMENT CIGNA HEALTH	(437.40)
PAYROLL – FD/SS/MS WH 4/11/2014	(121,067.38)
SECU DED	(6,124.10)
DEFERRED COMP DED	(10,713.49)
MD WH	(30,121.10)
PENSION DED	(29,914.05)
ACH TRANSFER	(10,391.75)
FLEX SPENDING ACCT	(2,818.70)
DEPOSITS	533,067.80
CHECKS	(668,861.16)
BALANCE 4/15/2014	<u>24,596,271.81</u>

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--	
AIP37		303.68	
AIP39		38,212.00	
AIRPORT ACCOUNTS TOTAL BALANCE		<u>38,515.68</u>	
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			<u>\$18,000,000.00</u>
PETTY CASH BALANCE			<u>\$8,570.00</u>
GRAND TOTAL ALL FUNDS			<u>\$42,643,357.49</u>