



# Talbot County, Maryland



Easton, Maryland

MINUTES

April 24, 2012

Present – President Corey W. Pack, Vice President R. Andrew Hollis, Dirck K. Bartlett, Laura E. Price, County Manager John C. Craig, and County Attorney Michael Pullen. Councilmember Thomas G. Duncan was absent.

- I. Agenda – Ms. Price requested to amend the agenda to include the introduction of an amendment to Bill No. 1217, AN ACT TO ESTABLISH THE 2012-2013 ANNUAL BUDGET AND APPROPRIATION ORDINANCE; there was no objection and introduction of the amendment was added as Item VIII on the agenda. Mr. Pack then requested and received unanimous consent for approval of the Agenda of Tuesday, April 24, 2012, as amended.
- II. Minutes – Mr. Pack requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, April 10, 2012.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the disbursements of April 24, 2012.
- IV. Presentation: Administrative Professionals Week – April 22, 2012 – April 28, 2012 - The Clerk read a proclamation into the record in recognition of Administrative Professionals Week, April 22, 2012 through April 28, 2012. The proclamation spoke of the important contributions of administrative professionals in the fields of commerce, industry, government and education, the changing role of administrative professionals in the 21<sup>st</sup> Century, and encouraged support by employers for continued training and development for administrative staff. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved the proclamation by voting 4 – 0 as follows:

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

Ms. Price presented the Proclamation to Ruth Bradley and Sherry Hoefler, representatives of the International Association of Administrative Professionals, Tidewater Chapter.

- V. Presentation: National Medical Laboratory Professionals Week – April 22, 2012 – April 28, 2012 – The Clerk read a proclamation into the record in recognition of National Medical Laboratory Professionals Week, April 22, 2012 through April 28, 2012. The proclamation spoke of the role of laboratory professionals in the diagnosis and prevention of disease and the increasing demand for the expertise of laboratory professionals in the field of healthcare. The Council approved the proclamation.

Mr. Hollis presented the Proclamation to Michael D’Arcangelo, laboratory professional at Shore Health System, Inc.

- VI. Presentation on “Enough Abuse” Campaign – April Sharp, Director, Talbot County Department of Social Services; Jennifer DiBiase, Coordinator, Children’s Advocacy Center, Talbot County Department of Social Services – Ms. Sharp and Ms. DiBiase briefed the Council on a new initiative to prevent child sexual abuse. Ms. Sharp stated that the Talbot County Department of Social Services had been selected as a grant

recipient for the initiative, known as the “Enough Abuse” Campaign. Ms. DiBiase stated that the mission of the Campaign is to prevent adults from sexually abusing children and to promote the healthy development of children and youth in order to reduce sexually abusive behaviors from occurring. She stated that the initiative will also educate the community about the problem of child sexual abuse, signs of abuse, the conditions which support such abuse, and will provide the skills and tools needed to prevent child sexual abuse. The “Enough Abuse” Campaign will be an addition to the Department’s current interventional child sexual abuse programs. Ms. Sharp and Ms. DiBiase encouraged leaders of children’s programs and youth groups to attend an informational meeting at the Department of Social Services, 301 Bay Street, Easton, on Wednesday, May 30, 2012 at 12:00 Noon and 5:00 p.m.

- VII. Introduction of Amendment to Bill No. 1217, AN ACT TO ESTABLISH THE 2012-2013 ANNUAL BUDGET AND APPROPRIATION ORDINANCE – Ms. Price introduced an amendment to Bill No. 1217. She stated that the amendment proposes to raise the property tax as introduced in Bill No. 1217, but eliminates a raise in the income tax and uses a portion of the Fund Balance; no changes have been made to expenditures. The amendment, known as Amendment No. 2, is as follows:

*SECTION 1. BE IT ENACTED by the County Council of Talbot County, Maryland, that Bill No. 1217, AN ACT TO ESTABLISH THE 2012-2013 ANNUAL BUDGET AND APPROPRIATION ORDINANCE, shall be and is hereby amended as follows:*

	<u>FROM</u>	<u>TO</u>	<u>CHANGE</u>
<i>REVENUE BUDGET</i>			
<b><i>Income Tax</i></b>			
<i>Local Income Tax</i>	21,635,000.00	21,000,000.00	(635,000.00)
<b><i>Reserve &amp; unexpended General Funds</i></b>			
<i>From Prior Years</i>	1,487,600.00	2,122,600.00	635,000.00
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<b><i>TOTAL</i></b>	<u>23,122,600.00</u>	<u>23,122,600.00</u>	-----

**Tax Rates:**

- 2. Local Income Tax revenue for FY 2013 is based on a rate of ~~2.40~~ **2.25** percent of the Maryland Taxable Income.

Bill No. 1217 as introduced, provides for raising additional required revenue through a combination of property taxes, income taxes, and uses of a portion of the Fund Balance; Mr. Duncan’s amendment, known as Amendment No. 1, provides for raising additional required revenue solely through income tax and use of a portion of the Fund Balance; Amendment No. 2, as introduced by Ms. Price, provides for raising additional required revenue solely through property taxes and use of a portion of the Fund Balance. The public hearing on Bill No. 1217, and Amendment Nos. 1 and 2 will be held on Tuesday, May 1, 2012 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, and at 7:00 p.m. in the Easton High School Cafeteria, 723 Mecklenburg Avenue, Easton, Maryland.

VIII. Public Hearing:

The Clerk read Resolution No. 193 into the record. Prior to the public hearing on Resolution No. 193, County Engineer Ray Clarke stated that in December 2011, the applicant had submitted an application to the County to amend the County's Comprehensive Water and Sewer Plan to extend sewer service to their property at 5560 Leeward Lane in Tilghman, Maryland. Mr. Clarke stated that the Planning Commission and the Public Works Advisory Board, at their respective meetings on April 4, 2012, had voted unanimously to recommend adoption of the resolution. A public hearing was then held on Resolution No. 193, A RESOLUTION TO AMEND THE COMPREHENSIVE WATER & SEWER PLAN SEWER SERVICE AREA OF THE REGION V WASTEWATER TREATMENT PLANT, TO INCLUDE AN IMPROVED RESIDENTIAL PARCEL CONSISTING OF APPROXIMATELY 1.6480 ACRES OWNED BY JAMES W. AND SYLVIA M. ROBERTSON, 5560 LEEWARD LANE, TILGHMAN, MARYLAND, 21671, TAX MAP 44, PARCEL 35, LOT 10, AND TO RECLASSIFY THAT PROPERTY FROM "UNPROGRAMMED" TO "S-1" IMMEDIATE PRIORITY STATUS, and the public was afforded an opportunity to comment on the legislation. Council discussion ensued. The Council approved Resolution No. 193 by voting 3 – 1 as follows:

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

The provisions of Resolution No. 193 will take effect immediately.

- IX. Continuation of Council Discussion of, and Vote on, McNeal Annexation Application (9818 and 9802 Ocean Gateway – Map 25, parcels 5 and 6) to the Town of Easton – Council tabled the matter in order to provide Mr. Duncan an opportunity to discuss several issues related to the matter with Mr. Pullen. The matter will be rescheduled at a later date.
- X. Presentation by Talbot County Economic Development Commission on Procurement Study and Strategic Plan – Paige Bethke, Director, Talbot County Office of Economic Development; Susie Hayward, Member, Talbot County Economic Development Commission; Ted Bautz, Member, Talbot County Economic Development Commission – Ms. Bethke, Ms. Hayward and Mr. Bautz provided a summary of the findings and recommendations of the Procurement Subcommittee of the Talbot County Economic Development Commission. The Subcommittee had been formed at the request of Council following the concerns of citizens regarding the number of projects awarded to out of County and out of state contractors, thus impacting local businesses and tax revenues. Ms. Bethke stated that following a study of procurement policies of the States of Maryland and Delaware, several Maryland counties and several local jurisdictions, the Subcommittee had identified four areas for further investigation: Bid Preference, Local Definition, Bid Limits, and the benefits and restrictions of Construction Manager versus General Contractor; Council discussion ensued. Ms. Bethke, Ms. Hayward, and Mr. Bautz also presented other areas of concern as expressed by the Subcommittee, including costs and regulations associated with the building process in Talbot County; Council discussion again ensued. Mr. Hollis requested Council's consideration to again conduct a review the existing development and review process which would include users of the process as well as staff. The Council expressed their appreciation to the Economic Development Commission for their hard work and will take the recommendations under consideration. Ms. Bethke, Ms. Hayward and Mr. Bautz then briefed the Council on plans to develop a long term strategic plan for Talbot County, as had been requested by the Council and the incorporated towns of Easton, Oxford, St. Michaels, and Trappe. She stated that the Towns of Oxford and Trappe have written letters in support of the development of a countywide Strategic Plan; the Town of St. Michaels has indicated their interest, but to date has not forwarded a letter of support. She stated that funding for development of the Plan has been identified

through the Maryland Agricultural Education and Rural Development Assistant Fund (MAERDAF); matching funding in the sum of \$15,000 is required which Ms. Bethke indicated is included in the FY 2011-2012 budget for the Office of Economic Development. The purpose of the strategic plan would be to develop an approach for future investment and to analyze the types of jobs which would be best suited to try to attract to Talbot County. Ms. Bethke stated that the State of Maryland is now requiring that small towns implement economic development plans in order to be considered for funding from several sources, including the Maryland Department of Housing and Community Development. Council discussion ensued. Ms. Bethke concluded her comments by stating that the 4<sup>th</sup> Annual Business Appreciation Breakfast, hosted by the Talbot County Economic Development Commission and the Talbot County Office of Economic Development will be held at 8:30 a.m. on Thursday, April 26, 2012 at the Talbot Country Club.

XI. County Manager's Report:

- A. Talbot County Economic Development Commission – Requested Council approval for the reappointment of David Thompson and Paul Makosky to three-year terms on the Talbot County Economic Development Commission; said terms will expire on June 30, 2015; Mr. Thompson serves as a representative of the Town of Oxford. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the reappointments by voting 4 – 0 as follows

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

- B. Talbot County Village Center Board – Requested Council approval for the reappointment of Marcia Potter and Stephan Luethy to three-year terms on the Talbot County Village Center Board as representatives of the Villages of Ivy Town and Royal Oak, respectively; said terms will expire June 30, 2015. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved the reappointments by voting 4- 0 as follows:

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

- C. Public hearings on Bill No. 1217, AN ACT TO ESTABLISH THE 2012-2013 ANNUAL BUDGET AND APPROPRIATION ORDINANCE, and amendments – Mr. Craig stated public hearings on the FY 2012-2013 proposed budget, and amendments, will be held at 2:00 p.m. on Tuesday, May 1, 2012, at 2:00 p.m. in the Bradley Meeting Room and at 7:00 p.m. in the Easton High School Cafeteria located at 723 Mecklenburg Avenue in Easton.

- D. Ribbon-cutting for Talbot County Free Library – Mr. Craig stated that the ribbon-cutting ceremony for the newly renovated Talbot County Free Library will be held on Saturday, May 5, 2012 at 10:00 a.m.

XII. Council Comments:

Ms. Price- No comments.

Mr. Hollis- No comments.

Mr. Bartlett - No comments

Mr. Pack - No comments.

XIII. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council voted to adjourn to Executive Session for discussion of legal, personnel and real estate matters, and to reconvene on Tuesday, May 1, 2012 at 12:30 p.m. in Executive Session for discussion of legal, personnel, and real estate matters and for the regularly scheduled legislative session at 1:30 p.m. by voting 4 – 0 as follows:

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

The meeting adjourned at 7:29 p.m.

The transcript of the April 24, 2012 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XIV. On Tuesday, April 24, 2012, 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 Mr. Bartlett, 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)(3)(4)(7)(8) the purpose of the Executive Session was for discussion of a legal/real estate matter for legal advice concerning the possible relocation of Memorial Hospital at Easton to County owned property and the timetable for same; for a legal matter for legal advice concerning potential litigation; and for personnel matters to discuss appointment to various County boards and committees; to discuss a personnel matter involving the Finance Office; and to discuss a personnel matter involving Parks & Recreation. The Executive Session recessed at 6:00 p.m., and reconvened at 7:40 p.m. The Executive Session ended at 8:40 p.m.

**CASH STATEMENT 4/24/2012**

<b>BALANCE 4/17/2012</b>	\$3,541,306.47
UHC CLAIMS THRU 4/17/2012	(32,188.91)
SALE & INTEREST ON CD@TALBOT BANK	4,012,285.06
PAYROLL-FD/SS/MS WH 4/13/2012	(152.70)
MD WH	(36.40)
DEPOSITS	576,424.18
CHECKS	(1,027,799.38)
<b>BALANCE 4/24/2012</b>	<b><u>\$7,069,838.32</u></b>

**AIRPORT ACCOUNTS**

NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS

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AIP-34	16,096.21
AIP-35	36,060.89
AIP36	10,579.87
AIP37	1,710.93
AIP38	--

**AIRPORT ACCOUNTS TOTAL BALANCE**

**\$64,447.90**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
07/19/2011	07/17/12	0.61%	4,000,000.00
10/18/2011	07/18/12	0.26%	3,000,000.00
10/18/2011	07/18/12	0.26%	5,000,000.00
10/18/2011	10/18/12	0.41%	4,000,000.00
12/20/2011	12/20/12	0.37%	3,000,000.00

PNC-MLGIP INVESTMENTS TOTAL

0.11%

13,000,000.00

**TOTAL INVESTED**

**\$32,000,000.00**

**PETTY CASH BALANCE**

**\$6,800.00**

**GRAND TOTAL ALL FUNDS**

**\$39,141,086.22**