



Talbot County, Maryland



Easton, Maryland

MINUTES - AS AMENDED

April 8, 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 8, 2014.
- II. Minutes – Mr. Pack requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, March 25, 2014.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of April 1, 2014 and April 8, 2014.
- IV. Presentation of Proclamation: April as Month of the Young Child - Prior to presentation of the proclamation, Mary Adkins, Coordinator, Talbot County Judy Center, spoke on behalf of those organizations and agencies which provide services and programming to young children in Talbot County. She stated the importance of expending the time and financial resources necessary to help young children in order to help them succeed as adults. She 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 Ms. Price, the Council approved the Proclamation by voting 4 – 0 as follows:

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

Mr. Hollis presented the Proclamation to Luke Myers, a student at Critchlow Adkins Children’s Center, who accepted on behalf of the agencies and organizations represented which provide various services to young children in Talbot County.

- V. Presentation of Certificate of Recognition to Micah Risher – The Clerk read a certificate of recognition into the record in commemoration of Mr. Risher’s service to the citizens of Talbot County as manager of the air traffic control tower at Easton Airport since July 2007. The certificate of recognition also spoke of Mr. Risher’s commitment to the programs and overall operations of the Airport. Council members expressed their appreciation to Mr. Risher for his dedication to Easton Airport and to the citizens of Talbot County. Upon motion by Mr. Hollis, seconded by Mr. Bartlett, the Council approved the Certificate of Recognition by voting 4 – 0 as follows:

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

- VI. Presentation of Proclamation: National Crime Victims' Rights Week – April 6-12, 2014 - The Clerk read a proclamation into the record in recognition of National Crime Victims' Rights Week, April 6-12, 2014. The proclamation spoke of the large number of Americans who are harmed by crime, the impacts of crime on its victims and their families, and the efforts of various public and private groups, law enforcement, and the justice system to raise awareness of the rights of victims. 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

Mr. Pack presented the Proclamation to Caroline George of the Easton office of the Maryland Department of Public Safety and Correctional Services/ Community Supervision, who accepted on behalf of the various agencies represented.

- VII. Quarterly Update by Maryland Environmental Service – Steve Tomczewski, Program Director, Environmental Operations, Maryland Environmental Service – Mr. Tomczewski briefed the Council on activities at the former Mid-Shore Regional Landfill in Talbot County (Mid-Shore I). He stated that for the timeframe October through December 2013, Mid-Shore I had transferred approximately 7,213 tons of trash and light waste; the number of Homeowners Drop-Off (HODO) customers utilizing the facility during that timeframe was approximately 8,100, with 572, \$10.00 and 541, \$20.00 punch cards sold during the same period. With regard to Mid-Shore I, Mr. Tomczewski stated that repairs had been made in January to the elevated slab at the facility which is used to pack down trash; the repairs were able to be made in-house over a weekend by MES employees, resulting in no interruption in service and saving approximately \$25,000 to \$30,000 in labor costs; Mid-Shore I continues to be in interim closure status but MES is in the final stages of approval from the Maryland Department of the Environment to cap the landfill; estimated cost to close is \$4,000,000; capping will allow the 30-year post closure clock to begin, thus reducing costs associated with interim closure status. He stated that in October 2013, C2i-Methane/Blue Source had provided a notice of termination of its agreement with Maryland Environmental Service (MES) for landfill gas, citing economic unfeasibility of the project due to its inability to reach a financially beneficial partnership with any other utility for purchase of the gas; MES will be assuming ownership of the landfill gas system in mid-April and will attempt to market alternative uses for the gas. With regard to the Mid-Shore Regional Landfill in Ridgely, Caroline County (Mid-Shore II), Mr. Tomczewski stated that the facility anticipates burying approximately 100,000 tons of trash this year, an annual average, with 27,100 tons buried in the last quarter of 2013. The Holly Road HODO served 20,800 customers and collected 501 tons of trash; purchase of punch cards is consistent. He stated that trash continues to be placed in Cell #4; Cell #2, the next cell to be utilized, has gone out to bid; construction cost of \$4.5 million is anticipated; MES hopes to have construction of Cell # 2 complete before winter 2014. Mr. Tomczewski stated that construction of the wetland mitigation project at Mid-Shore II continues, with grading of the site being performed by MES instead of a private contractor in order to minimize costs; dirt from the Ackerman farm is being utilized to cover trash at Mid-Shore II; the project needs to be completed by 2016. The installation of the first row of horizontal gas collection piping at Mid-Shore II has been completed; permits for solar-powered flares are in the process of being finalized. Council discussion ensued with Mr. Tomczewski as various items were brought forward. Mr. Tomczewski also briefed the Council on the recycling program, stating that the transition from igloo to yard containers continues. He advised that the selection of the Tilghman Island collection site had been established in February 2014; the site is located at Back Creek Park near the Knapps Narrows Bridge; the latest available technology is being utilized to measure the amount of recycling in the bins in order to avoid unnecessary collection trips to the site. Mr. Tomczewski concluded his comments by stating that commodity prices for recycling remain consistent and that MES

has implemented an agreement with Queen Anne’s County for the baling of cardboard which reduces transportation costs. Maryland Environmental Service will continue to update the Council on a regular or as-needed basis.

VIII. Quarterly Update by Talbot Humane – Patty Crankshaw-Quimby, Executive Director, Talbot Humane – Ms. Crankshaw-Quimby provided the following information for the first nine months of FY 2013-2014; 860 animals have been accepted at Talbot Humane, of which 715 were adopted, sent to other rescue centers or wildlife rehabilitation centers; 330 animals participated in the volunteer foster care program; 90 were reunited with their owners; there are currently 83 animals in the shelter and six are in foster care. Ms. Crankshaw-Quimby thanked the County Council for providing funding for an upgrade of the air system at the shelter; the improvement in air quality is anticipated to reduce the number of infections, etc. within the shelter. With regard to animal control, she stated that Animal Control Officers responded to 579 initial complaints. Community initiatives of Talbot Humane included the offering of spay/neuter services for \$10 on World Spay Day and \$10 microchipping during Pet Identification Week April 20 – April 26, 2014 as an effort to increase the chances of reuniting pets with their owners. Ms. Crankshaw-Quimby stated that Talbot Humane, in conjunction with several dog trainers, will be offering training sessions for pet owners on methods to reduce jumping, leash walking, mouthiness, nipping, etc. before the behaviors become problematic; the goal is to have the pet remain in the home instead of being turned in to the shelter. She then briefed the Council on upcoming fundraising events to benefit Talbot Humane, including “Unleashed” partnering with the St. Michaels Running Festival on Saturday, May, 17, 2014; Oxford Day Dog Walk, Saturday, April 26, 2014; and “Rock On” in Easton on Saturday, May 4, 2014, featuring the auction of 30 Adirondack chairs which have been hand-painted by local artists. Council discussion ensued with Ms. Crankshaw-Quimby as various items were brought forward. Talbot Humane will continue to update the Council on a regular or as-needed basis.

IX. Introduction of Numbered Resolutions:

A RESOLUTION TO PLACE A QUESTION ON THE BALLOT AT THE 2014 GENERAL ELECTION TO AMEND THE TALBOT COUNTY CHARTER TO PROVIDE THAT THE COUNCILMEMBER-ELECT RECEIVING THE HIGHEST NUMBER OF VOTES IN THE COUNCILMANIC ELECTION SHALL SERVE AS PRESIDENT OF THE COUNCIL FOR THE FIRST BIENNIAL TERM OF THAT OFFICE, AND TO CHANGE THE TERM OF THE PRESIDENT AND VICE-PRESIDENT OF THE COUNCIL FROM ONE (1) TO TWO (2) YEARS was brought forward for introduction. Prior to introduction, Mr. Pack stated that the purpose of the proposed legislation is to provide consistency within the Council for both County departments and other agencies with whom the County transacts business, and to provide a cost savings to the County with regard to required changes in signatory authority each time a different Council member assumes the office of president. The legislation was then introduced by Mr. Hollis, Mr. Pack and Ms. Price as Resolution No. 211. A public hearing was scheduled for Tuesday, May 6, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, Maryland 21601.

A RESOLUTION TO PLACE A QUESTION ON THE BALLOT AT THE 2014 GENERAL ELECTION TO AMEND THE TALBOT COUNTY CHARTER TO INCREASE THE COMPENSATION OF THE COUNTY COUNCIL FROM \$14,400 PER ANNUM TO \$16,500 PER ANNUM, WITH THE COUNCIL PRESIDENT TO RECEIVE AN ADDITIONAL \$1,000 PER ANNUM was brought forward for introduction. Prior to introduction, Mr. Pack stated that he had discussed the compensation of Council members/ Commissioners in surrounding counties with the County Attorney and had requested the County Attorney to draft legislation which would bring the salary of future Council members more in line with the salaries of their counterparts in surrounding counties. He stated that, in his opinion, the issues on which the Council must render decisions have become more complicated and demand more time to adequately review. Mr. Pack emphasized that the legislation does not affect the compensation of the current County

Council. The legislation was then introduced by Mr. Hollis, Mr. Pack and Ms. Price as Resolution No. 212. A public hearing was scheduled for Tuesday, May 6, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, Maryland 21601.

X. Introduction of Legislation:

A BILL TO AMEND THE 2013-2014 ANNUAL BUDGET AND APPROPRIATION ORDINANCE TO RECOGNIZE ADDITIONAL REVENUES AND TO APPROPRIATE THOSE ADDITIONAL REVENUES TO THE FUTURE CAPITAL PROJECT FUND FOR FUTURE CAPITAL PROJECTS, TO TRANSFER FUNDS APPROVED AND AUTHORIZED IN PRIOR YEARS' BUDGETS TO THE OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST, AND TO AMEND THE CURRENT EXPENSE BUDGET THROUGH FOURTH QUARTER TRANSFERS AND SUPPLEMENTAL APPROPRIATIONS was brought forward for introduction. Prior to introduction, Finance Director Angela Lane stated that the purpose of the proposed legislation is to: (1) recognize \$1,882,337 of revenue returned to the County from a County agency from unexpended appropriations received by that agency over a period of several fiscal years. Ms. Lane stated that the County desires to recognize the revenue in FY 2013-2014 and then transfer the funds to the Capital Projects Fund for use in future capital projects; (2) transfer \$1,961,000 from the Fund Balance to the Other Post Employment Benefits (OPEB) Trust Fund to which the funds were previously allocated, and to recognize the transfer of the funds as an expense; Ms. Lane stated that \$7 million was transferred to the OPEB Trust in FY 2012, but the Council chose to delay transferring the remaining funds allocated thus far until a time when the County's revenue stream was more stable; the County's obligation to OPEB is approximately \$14 million; and (3) transfer funds between various County departments in the current fiscal year Expense Budget to afford the departments to address their various needs within the current fiscal year. She stated that §615 of the Talbot County Charter provides that the transfers can only be made by the County Council in the fourth quarter of the fiscal year with the recommendation of the County Manager; Acting County Manger Clay Stamp certified that the funds are available as required under the County Charter. Council discussion ensued with Ms. Lane. The legislation was then introduced by Mr. Bartlett, Mr. Hollis, Mr. Pack and Ms. Price as Bill No. 1260. A public hearing was scheduled for Tuesday, May 6, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, Maryland 21601. Bill No. 1260 is subject to amendment in the same manner as the budget legislation.

XI. Recertification Application to Maryland Agricultural Land Preservation Foundation (MALPF) – Martin Sokolich, Long Range Planner – Mr. Sokolich requested Council approval to forward to the State of Maryland a report of its use of Maryland Agricultural Land Preservation Program (MALPF) funds in the County's Priority Preservation Area Plan (PPA); Talbot County's PPA Plan was approved by MALPF in 2009. Mr. Sokolich stated that the report serves as Talbot County's application for recertification and is a requirement for same. He stated that the main source of funding for the continued preservation of the County's agricultural and natural resource land is the agricultural transfer tax, and despite a downturn in the economy in the past several years, Talbot County has continued to meet MALPF's goals for preservation of land. He stated that available funds have been greatly impacted by the economic recession of the past several years. Upon motion by Mr. Hollis, seconded by Mr. Bartlett, the Council approved forwarding the report as its application for recertification of the County's MALPF Program by voting 3 – 0 as follows:

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

Ms. Price was absent from the room when the vote was taken.

XII. County Manager's Report:

A. Talbot County Operations Center Restroom Renovations – Requested Council approval to proceed with renovations to the public restrooms at the Talbot County Operations Center to repair several leaks in an estimated cost of \$60,000; said cost will be funded by utilizing \$35,000 designated in the FY 2014 Budget for replacement of the HVAC system at the Operations Center by postponing the HVAC replacement until FY 2015, and utilizing \$20,000 in Contingency Funds which Mr. Stamp certified are available for the renovation project. Mr. Stamp stated that the renovation will be completed as much as possible by County maintenance staff; any portion of the renovation unable to be completed in-house will be secured through the County's procurement process. Upon motion by Mr. Hollis seconded by Mr. Bartlett, the Council approved proceeding with the renovation project by voting 3 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye

Ms. Price was absent from the room when the vote was taken.

B. Request by Talbot County Department of Emergency Services - Requested Council approval of the Emergency Medical Services Division Chief's recommendation to purchase a new 2014 Chevy Tahoe SSV in the sum of \$30,816.00; said purchase will be made through piggybacking on a Maryland State Contract; the vehicle will be used as a Medical Response Unit for emergency responses within Talbot County on high acuity calls and as an early response unit during times of high call volumes. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved the purchase as presented by voting 4 – 0 as follows:

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

C. Request by Talbot County Roads Department – Requested Council approval of the Roads Superintendent's recommendation to purchase two tractor mowers in the total sum of \$162,906.64 from the FY 2014 Capital Budget; the mowers will be purchased through a State of Maryland contract and will be utilized by the County Roads Department for grass mowing. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved the purchase by voting 4 – 0 as follows:

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

D. Request by Department of Information Technology – Requested Council approval to have the Department of Information Technology purchase 32 Dell computers in the sum of \$37,682.28 from the FY 2014 Budget; 28 of the computers will be replacement desk-top computers and 4 will be replacement computers for the County's specialized GIS computers. A motion was made by Mr. Bartlett and seconded by Mr. Hollis to approve the purchase. Mr. Stamp clarified

that the total number of computers requested was 35, with 28 of the computers to be replacement desk-top computers; 4 of the computers to be replacements for the County's specialized GIS computers for a total price of \$37,682.28; and 3 of the computers to be replacements for the Talbot County Environmental Health Department in the sum of \$3,142.14; the County will be reimbursed for the cost of the computers for the Environmental Health Department. Mr. Bartlett then revised his motion for approval of 35 computers at a total cost of \$40,824.42; Ms. Price seconded the motion and the Council approved the purchase by voting 4 – 0 as follows:

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

XIII. Council Comments:

Ms. Price – No comments.

Mr. Hollis - No comments.

Mr. Bartlett – Mr. Bartlett offered condolences to Mr. Hollis, and his family and friends on the recent passing of Mr. Hollis' mother. Mr. Bartlett stated that, in his opinion, it was a wonderful service and that Mr. Hollis' eulogy was a wonderful tribute to his mother.

Mr. Pack - Mr. Pack echoed Mr. Bartlett's sentiments.

XIV. Special Legislative Day – Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved designating Tuesday, April 15, 2014 a Special Legislative Day for introduction of the FY 2014-2015 Budget Ordinance by voting 4 – 0 as follows:

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

The April 15, 2014 Council meeting will begin at 6:00 p.m.

XV. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council voted to adjourn to a 3:00 p.m. Work Session with the Talbot County Emergency Services Advisory Board, to reconvene in Executive Session for discussion of legal, personnel, and real estate matters and to reconvene in Executive Session on Tuesday, April 15, 2014 at 5:00 p.m. for discussion of legal, personnel, and real estate matters, and at 6:00 p.m. for the special legislative session by voting 4 – 0 as follows:

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

The meeting adjourned at 3:00 p.m.

The transcript of the April 8, 2014 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XVI. On Tuesday, April 8, 2014, an Executive Session of the Talbot County Council convened at 12:50 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Ms. Price, seconded by Mr. Hollis, the Council met in Executive Session by voting 3 - 2 as follows:

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

Mr. Bartlett arrived at 12:51 p.m.

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for a personnel matter to discuss appointments to various County boards and committees; for a legal matter for legal advice regarding potential litigation; and for a real estate/legal matter to discuss negotiations for the sale of County property. The Executive Session recessed at 1:30 p.m. and reconvened at 4:05 p.m. The Executive Session ended at 5:30 p.m.

- XVII. Work Session with Emergency Services Advisory Board – Wayne Dyott, Chairman, Emergency Services Advisory Board; Members, Emergency Services Advisory Board – Mr. Dyott and members of the Advisory Board thanked the Council for their on-going support of emergency services in Talbot County. Mr. Dyott then 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 the County. Discussion with Council ensued and 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 4/01/2014

BALANCE 3/25/2014	\$29,909,281.90
TRANS FR GEN FUND TO AIP39	(43,077.69)
POSTAGE WIRES	(4,000.00)
STATE BOARD OF ELECTIONS PPE 3/4/2014	(5,221.07)
USDA/RURAL DEV/MTHLY BOND PYMT	(9,478.60)
PAYROLL – FD/SS/MS WH 3/28/2014	(123,490.06)
SECU DED	(6,124.17)
DEFERRED COMP DED	(10,663.49)
MD WH	(30,787.72)
PENSION DED	(29,781.32)
ACH TRANSFER	(10,431.75)
FLEX SPENDING ACCT	(2,818.70)
DEPOSITS	674,121.50

CHECKS (1,184,657.62)

BALANCE 4/01/2014 29,122,871.21

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS			--
AIP37			303.68
AIP39	BALANCE	--	
	DEPOSITS	\$38,212.00	
	TRANS FR GEN FUND	43,077.69	
	CHECKS	(43,077.69)	38,212.00

AIRPORT ACCOUNTS TOTAL BALANCE 38,515.68

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 \$47,169,956.89

CASH STATEMENT 4/8/2014

BALANCE 4/01/2014	\$29,122,871.21
BOARD OF EDUCATION 3/2014	(2,863,473.00)
INTEGRA 4/2014	(16,360.64)
USDA/RURAL DEV AIRPORT OPS SEWER LOAN 4/2014	(1,304.00)
TRTRANSFER TO SHERIFF SUMMONS ACCT	(245.00)
STATE ADMIN BOARD OF ELECTIONS PPE 3/18/2014	(5,221.06)
PAYROLL – FD/SS/MS WH 4/4/2014	(3,138.75)
DEFERRED COMP DED	(775.00)
MD WH	(552.76)
PENSION DED	(252.00)
FLEX SPENDING ACCT	(100.00)
DEPOSITS	839,336.38
CHECKS	(610,787.33)
BALANCE 4/08/2014	<u>26,459,998.05</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>\$44,507,083.73</u>