



Talbot County, Maryland



Easton, Maryland

MINUTES

August 23, 2011

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

- I. Agenda – The Agenda of August 23, 2011 was approved upon motion by Mr. Pack, seconded by Mr. Hollis, with the Council voting 5 – 0 as follows:

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

- II. Minutes – Minutes of August 9, 2011 were approved upon motion by Mr. Hollis, seconded by Mr. Pack, with the Council voting 5 – 0 as follows:

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

- III. Disbursements – Disbursements of August 16, 2011 and August 23, 2011 were approved upon motion by Mr. Pack, seconded by Ms. Price, with the Council voting 5 – 0 as follows:

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

- IV. Presentation on Relay for Life Event – September 9th and September 10th, 2011 – Abbie Hardy – Ms. Hardy briefed the Council on the 2011 Relay for Life Event for Talbot County, scheduled for September 9th and September 10, 2011. She stated that the Relay for Life Event serves as the premier fundraiser event for the American Cancer Society, and that money raised in Talbot County provides various services to cancer patients in Talbot County, including transportation to treatment, free wigs and make-up classes. Ms. Hardy invited Council members to attend the various festivities planned for the event to be held at the Talbot County Agriculture & Education Center located on Hiners Lane in Easton.

- V. Presentation on Allied Health Services Building Capital Project – Dr. Barbara Viniar, President, Chesapeake College; Mike Kilgus, Vice President for Administrative Services, Chesapeake College – Dr. Viniar briefed the Council on Chesapeake College's request to use \$1,186,559 of the College's estimated \$3,528,106 Unrestricted Fund Balance (as of June 30, 2011) for two college infrastructure projects: the local share of the design cost for the Center for Allied Health and Athletics in the sum of \$686,559, and the replacement of the College's phone switching system in the sum of \$500,000. She stated that use

of a portion of the Unrestricted Fund Balance will still allow the College to maintain the recommended fund balance equal to approximately ten percent of its operating budget, or \$2.2 million, for FY 2012. Dr. Viniar and Mr. Kilgus outlined each of the proposed projects in more detail, stating that for FY 2012, the State has committed \$27 million of the \$36 million required for the construction of the Center for Allied Health and Athletics; Chesapeake College is requesting the remaining \$9.2 million from the five supporting counties. Council discussion ensued. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved use of \$500,000 of the Unrestricted Fund Balance to replace the phone switching system at Chesapeake College by voting 5 – 0 as follows:

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

Council deferred final consideration of the College's request to approve use of \$686,559 for the design costs of the proposed new Center for Allied Health and Athletics, and participation in the capital project for same, until the Council meeting of Tuesday, September 13, 2011.

Council members thanked outgoing Chesapeake College Board of Trustees member, James Maffit, for his service to the Board, and welcomed incoming member Blenda Armistead, Ph.D.

- VI. Presentation of Senior Care Budget – Mary Sellers, LCSW-C, Senior Care Coordinator, Talbot County Health Department; Kathy Foster, R.N., M.S., Talbot County Health Officer – Ms. Foster briefed the Council on the FY2012 Senior Care Program Budget, including the number of elderly clients served by the Senior Care Program in the past fiscal year (200 clients). She explained that the Senior Care Program is designed to assist clients with financial and personal care needs so that individuals can remain in their own homes rather than going into nursing homes or other care facilities. She requested Council's approval to accept \$244,000 in State Office of Aging funding for the Talbot County Senior Services Program; no County funds required. Ms. Sellers provided a profile of a typical client of the Senior Care Program. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved acceptance of the funding and to have the Talbot County Health Department continue as coordinator for the senior services project and to administer the funding by voting 5 – 0 as follows:

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

Ms. Foster requested Council's consideration to forward a letter of support to the Secretary of the State Office of Aging encouraging the State to phase in proposed cuts to the counties' senior services programs in FY 2013, adding that Talbot County is scheduled to take the largest cut. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved forwarding a letter to the Secretary of the State Office of Aging in support of the phasing in of the proposed cuts by voting 5 – 0 as follows:

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

- VII. Proclamation: September as National Preparedness Month – Clay B. Stamp, Director of Emergency Services; Michael Boldosser, Talbot County Emergency Planner – Mr. Stamp stated that Talbot County is a preparedness-minded community and thanked Michael Boldosser for his coordination of the Community Emergency Response Training (CERT) Program which provides training classes to individuals so that they can assist themselves and their neighbors in the event of an emergency. Mr. Stamp briefed the Council on the 5.8 magnitude earthquake which had occurred earlier in the day, and provided an update on Hurricane Irene, anticipated to approach Talbot County over the weekend. He stated that his department is coordinating efforts with various local and State agencies to keep citizens apprised of the impending storm and that the Talbot County Department of Emergency Services has set up a Facebook page as a means of disseminating information to County citizens; the site is also available to citizens who wish to report a situation or damage at a particular location. Council members expressed appreciation to Mr. Stamp and Mr. Boldosser for their service to the County.

The Clerk then read a proclamation into the record in recognition of September as National Preparedness Month. The purpose of the declaration is to increase public awareness of the importance of preparing for emergencies, the community effort necessary for success of preparation, and to encourage individuals and businesses to be prepared. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the Proclamation by voting 5 – 0 as follows:

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

- VIII. Presentation of Certificates of Recognition to the 2011 Talbot Senior League World Series Baseball Team – On behalf of the Council, Mr. Bartlett congratulated the players and coaches of the 2011 Talbot Senior League World Series Baseball Team for their efforts in the World Series competition, and for their sportsmanship during all phases of the competition. Ms. Price presented Certificates of Recognition to the players and coaches in attendance as Mr. Bartlett read each individual name. Parents, coaches and individual Council members congratulated the team on a tremendously successful season.

- IX. Introduction of Administrative Resolution:

AN ADMINISTRATIVE RESOLUTION TO ADOPT THE BYLAWS FOR THE TALBOT COUNTY ECONOMIC DEVELOPMENT COMMISSION was read into the record by the Clerk. Mr. Hollis requested Council's consideration of the following changes:

Page 1, Section 1, B to read: ***Meet with the County Council no less than twice a year to review and evaluate economic policies and issues.*** The bylaws as presented for approval currently read: *Meet with the County Council quarterly to review and evaluate economic policies and issues;*

Page 2, Section 1, Membership, A-1 to read: ***All appointees shall be employed in Talbot County and shall have demonstrated relevant experience in Talbot County's economy.*** The bylaws as presented for approval currently read: *All appointees shall be residents of Talbot County and shall have demonstrated relevant experience in Talbot County's economy.* Council discussion ensued and the suggested wording was changed to read: ***All appointees shall be residents of Talbot County and/or are employed in Talbot County and shall have demonstrated relevant experience in Talbot County's economy.***

Page 5, Article X. Vacancies: Add a sentence following the sentence: *Absences without such notice shall automatically be unexcused*, to read: ***that after a certain number of unexcused absences that the Council consider whether a new appointee should be made.***

Upon motion by Mr. Duncan, seconded by Ms. Price, the Council approved the changes as suggested by voting 5 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis – Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Duncan - Aye

X. Public Hearings:

A public hearing was held on Resolution No. 188, A RESOLUTION TO ELIMINATE THE TWO-TERM LIMIT FOR REAPPOINTMENT OF MEMBERS OF THE VILLAGE CENTER BOARD, and the public was afforded an opportunity to comment on the legislation. Upon unanimous consent of the Council, Resolution No. 188 was brought forward for final reader. The Council approved Resolution No. 188 by voting 5 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis – Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Duncan - Aye

Resolution No. 188 will become effective immediately.

Prior to the public hearings on Bill Nos. 1206 – 1211, the FY 2011-2012 Capital Enabling Legislation, Finance Director Angela Lane provided a brief synopsis of the purpose of each of the bills.

A public hearing was held on Bill No. 1206, A BILL TO AMEND BILL NO. 1170, INCREASING THE APPROPRIATION FOR A PUBLIC LANDING MAINTENANCE PROGRAM, and the public was afforded to comment on the legislation. The Council approved Bill No. 1206 by voting 5 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis – Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Duncan - Aye

A public hearing was held on Bill No. 1207, A BILL TO AUTHORIZE AN INTER-PROJECT TRANSFER OF APPROPRIATIONS; TO TRANSFER \$100,000 FROM THE APPROPRIATION APPROVED BY BILL NO. 1129 FOR THE DESIGN, ENGINEERING, AND CONSTRUCTION OF DUTCHMANS LANE ROAD IMPROVEMENTS TO THE APPROPRIATION APPROVED BY BILL NO. 1189 FOR DESIGN, ENGINEERING, AND CONSTRUCTION OF DUTCHMANS LANE CULVERT AND BRIDGE, and the public was afforded an opportunity to comment on the legislation. The Council approved Bill No. 1207 by voting 5 – 0 as follows:

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

A public hearing was held on Bill No. 1208, A BILL TO AUTHORIZE REPAIRS TO THE EXISTING WATER HOLDING TANK AT THE CHAPEL DISTRICT ELEMENTARY SCHOOL, and the public was afforded an opportunity to comment on the legislation. The Council approved Bill No. 1208 by voting 5 – 0 as follows:

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

A public hearing was held on Bill No. 1209, A BILL TO AUTHORIZE THE TALBOT COUNTY PUBLIC SCHOOLS' ONE-TO-ONE LAPTOP INITIATIVE, and the public was afforded an opportunity to comment on the legislation. The Council approved Bill No. 1209 by voting 4 – 1 as follows:

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

A public hearing was held on Bill No. 1210, A BILL TO AUTHORIZE REPLACEMENT OF THE WATER HEATER AT THE EASTON ELEMENTARY SCHOOL - MOTON BUILDING, and the public was afforded an opportunity to comment on the legislation. The Council approved Bill No. 1210 by voting 5 – 0 as follows:

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

A public hearing was held on Bill No. 1211, A BILL TO AMEND BILL NO. 1193, TO INCREASE THE APPROPRIATION FOR THE PLANNING, DESIGN, CONSTRUCTION AND/OR RENOVATION AND EQUIPPING OF THE EASTON LIBRARY AND UPGRADING OR REPLACING TELEPHONE SYSTEMS AT EASTON, ST. MICHAELS AND TILGHMAN LIBRARIES BY \$150,000 OF GRANT FUNDING, and the public was afforded an opportunity to comment on the legislation. The Council approved Bill No. 1211 by voting 5 – 0 as follows:

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

Bill Nos. 1206-1211 will become effective sixty (60) days from the date of passage.

XI. County Manager's Report:

- A. Talbot County Commission on the Aging – Requested Council approval for the appointment of Judy Shuler to the Talbot County Commission on the Aging; said term will complete the unexpired term of Vincent DeSanctis and will expire April 1, 2013. Upon motion by Mr. Duncan, seconded by Mr. Pack, the Council approved the appointment by voting 5 – 0 as follows:

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

- B. Talbot County Commission on the Aging - Requested Council approval for the appointment of Jackie Davis to the Talbot County Commission on the Aging as an Ex-Officio member. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointments by voting 5 – 0 as follows:

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

- C. Talbot County Economic Development Commission – Requested Council approval for the appointment of Doris Mason to the Talbot County Economic Development Commission as an Ex-Officio member. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointment by voting 5 – 0 as follows:

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

- D. Talbot County Golf Board – Requested Council approval for the appointment of Mark Cherwien, Jack Fischer, and Melvin Newell to the Talbot County Golf Board; said terms will complete the unexpired terms of Dr. William Houck, Ernest Heinmuller, and John Atwood, respectively; said terms will expire June 1, 2014, June 1, 2013, and June 1, 2012, respectively. Upon motion by Mr. Duncan, seconded by Ms. Price, the Council approved the appointments by voting 5 – 0 as follows:

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

Council members thanked all those who had expressed an interest in consideration for appointment to the Golf Board.

- E. Talbot County Drug and Alcohol Abuse Council – Requested the appointment of Neil Edwards to the Talbot County Drug and Alcohol Abuse Council as a representative of the Talbot County Health Department; said term will complete the unexpired term of Ellie Holdridge and will expire July 1, 2012. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis - Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Duncan - Aye

- F. Change Order No. 5, Bid No. 10-13, TALBOT COUNTY FREE LIBRARY BUILDING RENOVATION AND EXPANSION EASTON, MARYLAND - Requested Council approval of Change Order No. 5 for Bid No. 10-13 in the sum of \$18,110 for costs associated with the installation of a generator and fuel for same from December 27, 2010 to May 16, 2011 in order to provide temporary electric service to the Easton Library during the renovation and expansion of the facility. Council discussion ensued. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the Change Order by voting 5 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis - Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Duncan - Aye

- G. Easton Airport Contract Extension with URS and Oxford Lawn and Landscape - Requested Council approval for a one-year extension of the contracts with URS and Oxford Lawn and Landscape as work of both companies for Easton Airport has been impacted by the delay in receipt of a Wetland Permit from the Maryland Department of the Environment. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved extension of the contracts by voting 5 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis - Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Duncan - Aye

- H. Talbot County Public Notice – Mr. Craig advised that Talbot County has published a public notice on its application to install a small wind turbine system at the Region 5 Wastewater Treatment Plant located at 21345 South Avenue in Tilghman, Maryland. He stated that the project involves the installation of a small wind turbine system on County-owned property and the County will conduct a balloon test on Monday, August 29, 2011 from 8:00 a.m. to 9:00 a.m.; the rain date is Wednesday, August 31, 2011. A public hearing on the proposed project will be held at a later date.

XII. Council Comments:

Ms. Price – Ms. Price stated that she hoped everyone had a great first day back at school.

Mr. Bartlett – No comments.

Mr. Pack - No comments.

Mr. Hollis - No comments.

Mr. Duncan - No comments.

XIII. Upon motion by Mr. Pack, seconded by Ms. Price, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters, to reconvene at 5:00 p.m. on Thursday, August 25, 2011 in Executive Session for discussion of legal, personnel, and real estate matters, to reconvene in a meeting on Tuesday, August 30, 2011 at 5:00 p.m. for a presentation by Shore Health System, Inc. on the plans for the Regional Medical Center, and to reconvene on Tuesday, September 13, 2011 at 12:30 p.m. in Executive Session for discussion of legal, personnel, and real estate matters, followed by the regularly scheduled meeting at 1:30 p.m. by voting 5 – 0 as follows:

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

The meeting adjourned at 8:15 p.m.

XIV. On Tuesday, August 23, 2011 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. Pack, seconded by Ms. Price, the Council met in Executive Session by voting 5-0 as follows:

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

In accordance with State Article §10-508(a)(1)(i)(3)(4)(7) the purpose of the Executive Session was for discussion of personnel matters to discuss appointments to various County boards and committees; for a personnel matter involving the Office of Tourism; for legal/real estate matters for legal advice concerning possible relocation of Memorial Hospital at Easton to County owned property and timetable for same; and for real estate matters to discuss the possible acquisition of property for a public purpose. The meeting recessed at 6:00 p.m. and reconvened at 8:25 p.m. The Executive Session ended at 10:00 p.m.

The transcript of the August 23, 2011 County Council meeting is available for review in the Office of the County Manager during regular office hours.

CASH STATEMENT 8/16/2011

BALANCE 8/09/2011	\$21,572,986.23
SALE&INT ON CD@BB&T	4,020,686.03
UHC CLAIMS THRU 8/9/2011	(23,102.48)
DEPOSITS	745,705.68

CHECKS (439,514.11)

BALANCE 8/16/2011 **25,878,907.04**

AIRPORT ACCOUNTS

NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS -

AIP34 16,346.21
AIP35 45,080.25

AIP36 8,522.37
AIP37 930.74

AIRPORT ACCOUNTS TOTAL BALANCE **\$70,879.57**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
08/31/2010	08/30/11	0.56%	4,000,000.00
09/28/2010	09/27/11	0.57%	5,000,000.00
07/19/2011	10/18/11	0.21%	3,000,000.00
02/18/2011	12/20/11	0.56%	3,000,000.00
07/19/2011	01/17/12	0.31%	3,000,000.00
07/19/2011	04/17/12	0.41%	4,000,000.00
07/19/2011	07/17/12	0.61%	4,000,000.00

PNC-MLGIP INVESTMENTS TOTAL 0.11% 7,000,000.00

TOTAL INVESTED **\$33,000,000.00**

PETTY CASH BALANCE **\$6,800.00**

GRAND TOTAL ALL FUNDS **\$58,956,586.61**

CASH STATEMENT 8/23/2011

BALANCE 8/16/2011 \$25,878,907.04

RETURNED CHECKS (12,445.10)

UHC CLAIMS THRU 8/16/2011 (51,330.48)

STATE BOARD OF ELECTIONS PPE 7/26/2011 (4,726.58)

TRANS LOCAL SHARE TO AIP35 (3,209.15)

PAYROLL-FD/SS/MS WH 8/19/2011 (101,390.65)

SECUR DED (9,028.94)

DEFERRED COMP DED (11,515.22)

MD WH (28,032.45)

PENSION DED (28,383.21)

ACH TRANSFER (11,038.00)

FLEX SPENDING ACCT (2,452.89)

DEPOSITS 1,066,690.20

CHECKS (1,143,547.13)

BALANCE 8/23/2011 25,538,497.44

AIRPORT ACCOUNTS

NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS --
AIP34 16,346.21

AIP-35	BALANCE 8/16/2011	\$ 45,080.25	
	DEPOSITS	86,007.00	
	TRANS FR GEN FUND	3,209.15	
	CHECKS	(96,944.01)	37,352.39

AIP36	BALANCE 8/16/2011	8,522.37	
	DEPOSITS	29,098.00	37,620.37

AIP37 930.74

AIRPORT ACCOUNTS TOTAL BALANCE \$92,249.71

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
08/31/2010	08/30/11	0.56%	4,000,000.00
09/28/2010	09/27/11	0.57%	5,000,000.00
07/19/2011	10/18/11	0.21%	3,000,000.00
02/18/2011	12/20/11	0.56%	3,000,000.00
07/19/2011	01/17/12	0.31%	3,000,000.00
07/19/2011	04/17/12	0.41%	4,000,000.00
07/19/2011	07/17/12	0.61%	4,000,000.00

PNC-MLGIP INVESTMENTS TOTAL 0.09% 7,000,000.00

TOTAL INVESTED \$33,000,000.00

PETTY CASH BALANCE \$6,800.00

GRAND TOTAL ALL FUNDS \$58,637,547.15