



# Talbot County, Maryland



Easton, Maryland

MINUTES

December 10, 2013

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

- I. Agenda – Mr. Bartlett requested and received Council’s unanimous consent for the approval of the Agenda of Tuesday, December 10, 2013.
- II. Minutes – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Minutes of November 19, 2013 and November 26, 2013.
- III. Disbursements – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Disbursements of December 3, 2013 and December 10, 2013.
- IV. Update by Maryland Environmental Service and Presentation of 2013 Gold Excellence Award for Landfill Management to Talbot County – 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 July and August 2013, Mid-Shore I had transferred approximately 8,450 tons of trash and light waste; the number of Homeowners Drop-Off (HODO) customers utilizing the facility during that timeframe was approximately 9,000, with 658, \$10.00 and 646, \$20.00 punch cards sold during the same timeframe. With regard to Mid-Shore I, Mr. Tomczewski stated that the facility continues to be in interim closure status. He stated that on October 21, 2013, C2i-Methane/Blue Source provided a notice of termination of its agreement with Maryland Environmental Service (MES) for landfill gas, citing economic unfeasibility of the project. He stated that Blue Source has been unable to reach a financially beneficial partnership with any other utility for purchase of the gas due to current low natural gas prices; MES has negotiated a settlement to buy the flare system back from Blue Source and take over operation of the flare system while continuing to explore alternative uses for the gas. Mr. Tomczewski stated that a meeting was held at Mid-Shore I on November 6, 2013 to address concerns of residents regarding the Exposed Geomembrane Cap (EGC) proposed for capping Mid-Shore I. He stated that all residents within a one-mile radius of the landfill facility were invited to attend; the EGC has received tentative approval from the Maryland Department of the Environment (MDE) and work on the estimated \$4 million project is anticipated to begin in spring 2014; the EGC proposed for the site will funnel more landfill gasses into the vacuuming system than a traditional landfill cap. Mr. Tomczewski thanked Mr. Hollis for his suggestion of a meeting with residents. Council discussion ensued with Mr. Tomczewski. With regard to the Mid-Shore Regional Landfill in Ridgely, Caroline County (Mid-Shore II), Mr. Tomczewski stated that the facility will bury approximately 105,000 tons of trash this year, an amount comparable to the past two years. He stated that the amount of leachate hauled from Mid-Shore II to Mid-Shore I represents good compaction of the landfill. The Holly Road HODO served over 20,000 customers and collected 525 tons of trash. He stated that trash continues to be placed in Cell #4; Cell #2, the next cell to be utilized, continues with construction design/permitting; the 2014 project, estimated to cost \$4.5 million, is anticipated to begin accepting soft trash in 2015. Council discussion ensued with Mr. Tomczewski as various items were brought forward. Mr. Tomczewski also briefed the Council on the recycling program, stating that 20 additional 8-yard containers have been placed in service at various sites formerly served by igloos; that the Mid-Shore Regional Recycling Program is advertising for a new manager position; and that negotiations are on-going with regard to sharing Queen Anne’s County’s cardboard baler in order to reduce transportation costs. Mr. Tomczewski stated that earlier this year he and

MES Director Jim Harkins had attended the Solid Waste Association of North America (SWANA) Conference in California where MES had received the 2013 Gold Excellence Award for landfills; he expressed appreciation to the four partner counties for helping MES win the award; Council congratulated MES on the achievement. Council discussion then ensued with Mr. Tomczewski regarding the ongoing search for a location for the placement of recycling igloos on Tilghman Island. County Engineer Ray Clarke stated that his office is currently working with Phillips Wharf Environmental Center, which recently acquired the Harrison Oyster House property in Tilghman, to include recycling containers in its site plan now before the Office of Planning and Zoning; the Region V (Tilghman) Wastewater Treatment Plant location and Tilghman Elementary School were also suggested as possible locations for the recycling containers. Council discussion ensued with Mr. Clarke and Mr. Hollis reiterated his previous requests that placement of recycling containers in Tilghman be initiated as soon as possible, even if temporary, until a permanent location can be finalized. Mr. Tomczewski then presented the SWANA Award to Mr. Bartlett. Maryland Environmental Service will continue to update the Council on a regular or as-needed basis.

- V. Update by Talbot County Blue Ribbon Commission Oversight Committee – Hilary Spence, Chairperson, Blue Ribbon Commission Oversight Committee; Cynthia Jurrius, Member, Blue Ribbon Commission Oversight Committee; Kathy Foster, Ex-officio Member; Gary Pearce, Member, Blue Ribbon Commission Oversight Committee; Paula Lowry, Member, Blue Ribbon Commission Oversight Committee – Ms. Spence provided an update on substance abuse in Talbot County, which according to information from the Talbot County Health Department Addictions Program, shows an increase in the use of heroin. She stated that treatment for heroin abuse doubled from 5% in 2011 to 10% in 2012, with alcohol abuse remaining the primary issue for which treatment is sought by adults. Ms. Spence then outlined what, in the opinion of the BRCOC, are the three root causes for abuse of alcohol and other drugs in Talbot County: (1) Community acceptance of substance abuse; (2) Intervention for alcohol and other drug abuse occurs too late; and (3) Ease by which youth can obtain alcohol and other drugs at home and in the community. She then detailed initiatives of the BRCOC and various agencies in Talbot County thus far to curb alcohol and drug abuse, and presented the BRCOC’s recommendations for continued efforts for Council’s consideration; Council discussion ensued with the representatives. Several Council members expressed an interest in moving forward with implementation of the recommendations of the BRCOC in the coming year, with the concurrence of a majority of the Council; Ms. Spence encouraged the Council to do so. The Blue Ribbon Commission Oversight Committee will continue to update the Council on a regular or as-needed basis.
- VI. Quarterly Update by Talbot County Liquor Inspector – Kenley Timms, Liquor Inspector – Mr. Timms stated that since he had assumed his position as Talbot County Liquor Inspector, he has conducted 125 Training for Intervention Procedures (TIPs) classes for 1301 individuals and has conducted visits to 544 establishments in 2013; he has conducted 2979 visits since being hired as the County Liquor Inspector several years ago. He stated that he had recently been selected as a TIPs Spotlight Trainer and will be recognized in the February issue of their national newsletter. He stated that he is not witnessing sales of alcohol to underage individuals at rates previously seen when first hired. Council then discussed with Mr. Timms the various aspects of his duties as Liquor Inspector. Mr. Timms will continue to update the Council on a regular or as-needed basis.
- VII. Introduction of Administrative Resolution:

AN ADMINISTRATIVE RESOLUTION FOR TALBOT COUNTY TO ADOPT CERTAIN POLICY GOALS REQUIRED BY THE MARYLAND ENERGY ADMINISTRATION AS A CONDITION OF PARTICIPATING IN THE MARYLAND SMART ENERGY COMMUNITIES PROGRAM was read into the record by the Clerk and brought forward for introduction. County Engineer Ray Clarke stated that the administrative resolution encompasses two energy policies: (1) a Renewable Energy Generation Policy whereby the County commits to producing at least 20% of its electricity from renewable energy sources by 2022. He stated that at present, approximately 19.4% of electricity consumed by Talbot County buildings and facilities is offset by electricity generated through the renewable energy sources at the County’s Bio-Solids Facility on Klondike Road. He stated that once data becomes available on the solar array at the

Talbot County Community Center, the 20% goal will have been met and exceeded; (2) a Transportation Petroleum Consumption Reduction Policy whereby the County pledges to reduce its consumption of petroleum (diesel and gasoline) by 20% within 5 years of the established baseline year. He stated that in order to meet the 20% goal, County vehicles would need to average 18.22 mpg; they currently average 14.57 mpg. Mr. Clarke then outlined the minimum and maximum number of County vehicles which would need to be replaced in order to meet the 20% fuel consumption goal; the Sheriff's Office will continue to evaluate ways to improve the fuel efficiency of the current vehicles in its fleet; as older vehicles are replaced, they would be replaced with more fuel efficient vehicles. Mr. Clarke stated that there are currently no penalties for not meeting the goal. He advised that the Maryland Energy Administration has approximately \$4.0 million available in 2014 to assist jurisdictions with the purchase of more fuel-efficient vehicles. Council discussion ensued with Mr. Clarke. The Administrative Resolution was then introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price. Upon motion by Mr. Duncan, seconded by Mr. Pack, the Council approved bringing the Administrative Resolution to third reader by voting 5 – 0 as follows:

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

The Clerk read the Administrative Resolution into the record. Upon motion by Mr. Duncan, and unanimous consent of the Council, a full reading of the Administrative Resolution was waived. Upon motion by Ms. Price, seconded by Mr. Pack, the Council approved the Administrative Resolution by voting 5 – 0 as follows:

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

VIII. Introduction of Numbered Resolution:

A RESOLUTION TO APPROVE THE SALE OF TWO (2) CONTIGUOUS PARCELS OF REAL ESTATE LOCATED IN EASTON TOWN CENTER, ZONED CR-CENTRAL BUSINESS-COMMERCIAL DISTRICT, KNOWN AS 142 N. HARRISON ST., EASTON, MARYLAND, IMPROVED WITH AN OFFICE BUILDING AND A PARKING LOT, CONSISTING OF 15,690 SF, MORE OR LESS IN TOTAL AREA, AND A CONTIGUOUS UNIMPROVED LOT, KNOWN AS 130 N. HARRISON ST., EASTON, MARYLAND, CONSISTING OF APPROXIMATELY 9,990 SF, MORE OR LESS; THE TOTAL AREA OF BOTH PARCELS CONSISTING OF APPROXIMATELY 25,680 SF, MORE OR LESS, FOR THE TOTAL SUM OF ONE MILLION THREE HUNDRED AND SEVENTY-FIVE THOUSAND (\$1,375,000) DOLLARS was read into the record by the Clerk and brought forward for introduction. Prior to introduction of the resolution, County Attorney Mike Pullen briefed the Council on the purpose of the resolution. He stated that on November 26, 2013, the Council moved to accept the high bid for Bid No. 13-23 from CCS Austin, LLC for the purchase of the above-referenced properties in the sum of \$1,375,000. Mr. Pullen stated that State law requires that before disposing of public property the terms of the disposition must be advertised in a newspaper once a week for three (3) successive weeks and a public hearing held to take public comment. The Resolution was introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Resolution No. 208. A public hearing was scheduled for Tuesday, January 14, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 N. Washington Street, Easton, Maryland 21601.

- IX. Presentation of 2015 Total Maximum Daily Load/Watershed Implementation Plan (TMDL/WIP) Milestones for Talbot County – Sandy Coyman, Planning Officer – Mr. Coyman briefed the Council on accomplishments of the 2013 Total Maximum Daily Load/Watershed Implementation Plan (TMDL/WIP) Milestones and the proposed Milestones for 2015. He stated that the County is required to provide the State with a set of Milestones the County plans to accomplish as part of its required reduction of the Total Maximum Daily Load; the proposed 2015 Milestones encompass the period from January 1, 2014 through December 31, 2015. Mr. Coyman stated that by 2017 the County is required to have 60% of its total nutrient reduction requirements achieved or to have that proportion of its Best Management Practices (BMPs) implemented to accomplish that goal; by 2025 the County is required to have 100% of its BMPs in place to accomplish its nutrient reduction requirements. He outlined progress made thus far with regard to the 2013 Milestones and then outlined the proposed Milestones for 2015 which include, among others, Best Management Practices installation, maintenance and performance characteristics, types, costs and determination of factors as to which ones should be implemented; Local Funding requirements; Funding Sources (local, State, and federal) for denitrification and demonstration projects; State Nutrient Trading Program; Development of Urban Nutrient Management Planning and Implementation Plans; establishment of a Septic Connection Priority System. Council discussion with Mr. Coyman ensued as each Milestone was brought forward. The matter will be placed on an upcoming meeting agenda for vote by Council. The 2015 Milestones for Talbot County are required to be submitted to the State by January 31, 2014.
- X. Quarterly Update by Airport Board – Mike Henry, Manager, Airport Board; Jack Pettit, President, Airport Board – Mr. Henry briefed the Council that the following projects were underway or had been completed: (1) AIP-30 (Five-Year CIP Environmental Assessment– Data Update) - Mr. Henry stated that the Data Update is part of the 5-phase effort needed to complete the Environmental Assessment; the phases include an update in Terminal Area Forecast Data, Verification of Critical Aircraft, Runway Length, Public Hearing, and Issuance of a Finding of No Significant Impact (FONSI); Mr. Henry stated that he has requested that the Federal Aviation Administration (FAA) accept the data due out at the end of January 2014 and advised that the FAA has approved combining Phases 2 and 3; (2) AIP-37 (Runway 4-22 Obstruction Removal) – Mr. Henry stated that the County continues to work with the Town of Easton on the matter; (3) AIP-39 (Airport Terminal Apron Rehabilitation Project) – Mr. Henry stated that four parking options were submitted to the FAA on December 5, 2013; (4) United States Department of Agriculture (USDA) Airport Sewer Project – the project has been completed and the loan from USDA as authorized by Bill No. 1253 closed on December 4, 2013; (5) Maryland Aviation Administration Grant – Tower Equipment Upgrade – Mr. Henry stated that funding from the grant in the sum of \$45,869.00 was utilized for an upgrade of equipment in the Air Traffic Control Tower; the Airport paid the remaining sum of \$15,290.00; (6) Fuel Sales – Mr. Henry stated that jet fuel sales are unchanged from last year at this time; Avgas sales are 14.0% higher than last year at this time; overall fuel sales have increased 1.8% from last year at this time; (7) Air Traffic Control Tower – Mr. Henry stated that the Air Traffic Control Tower has been funded through January 15, 2014 and that 2013 has been a record year for traffic; (8) Solis Energy – Mr. Henry stated that Easton Airport has received a proposal from Solis Energy Solutions to install solar panels at Easton Airport; Mr. Henry requested Council approval to continue to pursue the project which would provide monthly revenue to the Airport in the sum of \$4,000; (9) Sanswire/Eastcor Hangar – Mr. Henry stated that the hangar formerly owned by Sanswire/Eastcor had been sold and removed in November; (10) F-104 Aircraft – Mr. Henry stated that the plans and borings for the platform on which to install the F-104 donated to Easton Airport are complete; sources of funding for the construction of the platform will now be sought; (11) Presentations – Mr. Henry stated that he has been asked to speak to various organizations in the County about the Airport. Mr. Henry will continue to update the Council on a regular or as-needed basis. The next Airport Board meeting is scheduled for Wednesday, January 22, 2014 at 8:00 a.m. in the Easton Airport Conference Room.
- XI. Council Election of Officers for 2013-2014 - Mr. Pack was elected as President of the Talbot County Council for 2013-2014. Ms. Price was elected Vice-President of the Talbot County Council for 2013-2014.

XII. County Manager's Report:

- A. Talbot County Board of Appeals – Requested Council approval for the reappointment of John Sewell to a three-year term on the Talbot County Board of Appeals; said term will expire February 11, 2017. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the reappointment by voting 5 – 0 as follows:

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

- B. Talbot County Local Emergency Planning Committee – Requested Council approval to forward the name of Cheryl Lewis to the Governor for consideration of appointment to a three-year term on the Talbot County Local Emergency Planning Committee as a representative of the Town of Oxford; if appointed, said term will expire August 1, 2016. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved forwarding the recommendation to the Governor by voting 5 – 0 as follows:

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

- C. Talbot County Planning Commission – Requested Council approval for the appointment of Jack Fischer to a five-year term on the Talbot County Planning Commission; said term will expire at Midnight on December 2, 2018. Upon motion by Mr. Pack, seconded by Ms. Price, the Council the appointment by voting 5– 0 as follows:

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

- D. Request by Talbot County Department of Emergency Services – Requested Council approval of the Director of Emergency Service's request to utilize \$25,592 in FY 2014 funding for the purchase of seven (7) sets of personal protective equipment for Emergency Services personnel. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the purchase by voting 5 – 0 as follows:

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

- E. Maryland Association of Counties (MACo) Winter Conference – Mr. Craig stated that MACo will be holding its annual Winter Conference on December 11<sup>th</sup> through December 13, 2013 at the Hyatt Chesapeake in Cambridge; Council will attend as will several staff members. He

stated that Mr. Duncan will be installed as the MACo president for the coming year; he wished Mr. Duncan well.

- F. Skating with Santa at the Talbot County Community Center – Mr. Craig stated that approximately 170 children and youth had signed up for skating with Santa at the Talbot County Community Center on Saturday, December 14, 2013 from 1:30 p.m. to 3:30 p.m. Mr. encouraged those interested in such events to register as early as possible and stated that the registration for skating with Santa was at capacity.
- G. Dutchmans Lane – Mr. Craig stated that the County is aware of several new potholes on Dutchmans Lane, advised that the Roads Department is aware of the potholes and will be repairing same. He stated that the continuing problem with potholes is due to the condition of the roadbed.
- H. Change in Council Meeting Date – Mr. Craig stated that the Council will not hold a meeting on Tuesday, December 24, 2013; the meeting will be moved to Tuesday, December 17, 2013 at 6:00 p.m. and will be a Special Legislative Day. Mr. Craig stated that meetings for the month of January 2014 will be held on Tuesday, January 14, 2014 at 1:30 p.m., and Tuesday, January 28, 2014 at 6:00 p.m.

### XIII. Council Comments:

- Mr. Duncan- Mr. Duncan congratulated Mr. Pack and Ms. Price on being elected president and vice president of the Council, respectively, and thanked Mr. Bartlett and Mr. Pack for their service during the past year. He stated that in his opinion, the next year will be a trying one.
- Ms. Price - Ms. Price congratulated Mr. Bartlett for having served another year as Council president and offered congratulations to Mr. Duncan on his upcoming installation as incoming president of MACo.
- Mr. Hollis - Mr. Hollis stated that he was proud of Mr. Duncan for assuming the presidency of MACo and stated that, in his opinion, it is a wonderful opportunity that does not often come to smaller Eastern Shore counties. Mr. Hollis expressed his confidence in Mr. Duncan.
- Mr. Pack - Mr. Pack echoed Mr. Hollis' remarks, and stated that, in his opinion, all Talbot County citizens should be proud of Mr. Duncan. He stated that Mr. Duncan's past service as Sheriff of Talbot County, president of the County Council, president of the Maryland Sheriff's Association, and the various other boards on which he has served speaks for itself. He stated that Mr. Duncan's assuming the presidency of MACo is, in his opinion, just another step in his years of service to the citizens of Talbot County and the State of Maryland and that he would be honored to be in attendance as Mr. Duncan accepts the presidency of MACo. Mr. Pack expressed his appreciation to Mr. John Trax, who recently stepped down from the Planning Commission and welcomed Mr. Jack Fischer to the Planning Commission. Mr. Pack spoke of the recent death of Nelson Mandela and how as a young man, he had first heard the word apartheid and of Mr. Mandela's ordeal of spending 27 years in prison. He stated that upon his release from prison, he showed love and forgiveness to his fellow human beings, and a desire for unity, instead of, as many had anticipated, hate and revenge. Mr. Pack stated that as a result, Mr. Mandela had drawn support from around the world. He stated that, in his opinion, just as world leaders gathered to say goodbye to

Mr. Mandela, everyone can learn the lessons of forgiveness and love. He concluded his comments by asking that in this season of remembrance, we share in forgiveness and love.

Mr. Bartlett - Mr. Bartlett congratulated Mr. Duncan on becoming president of MACo and stated that, in his opinion, this is the year that Talbot County can have some real input at the state level. He also congratulated Mr. Pack and Ms. Price as Council officers for the coming year.

- XIV. Declaration of Tuesday, December 17, 2013 as Special Legislative Day – Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved Tuesday, December 17, 2013 as a Special Legislative Day by voting 5 – 0 as follows:

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

- XV. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters, to reconvene in at 4:25 p.m. in a Work Session on Accounting for Growth, and to reconvene in Executive Session at 5:00 p.m. on Tuesday, December 17, 2013 for discussion of legal, personnel, and real estate matters, and at 6:00 p.m. in legislative session 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 4:08 p.m.

The transcript of the December 10, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XVI. On Tuesday, December 10, 2013, an Executive Session of the Talbot County Council convened at 12:35 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Ms. Price, seconded by Mr. Duncan, the Council met in Executive Session by voting 5 – 0 as follows:

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

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; and for a legal/real estate matter to discuss a proposal to dispose of County property. The Executive Session ended at 1:30 p.m. and reconvened at 4:15 p.m. The Executive Session ended at 4:30 p.m.

- XVII. Work Session on Accounting for Growth – Sandy Coyman, Planning Officer; Mary Kay Verdery, Assistant Planning Officer; Martin Sokolich, Long Range Planner – The Council held a work session on the

upcoming State of Maryland Accounting for Growth Initiative. Planning Officer Sandy Coyman stated that the purpose of the Growth Initiative is to provide the mechanism by which new development will address its share of future pollution loading. He stated that new development is not addressed under current Total Maximum Daily Load (TMDL) requirements established by the Environmental Protection Agency under the 1972 Clean Water Act. Mr. Coyman stated that the Accounting for Growth Work Group, of which he was a participant along with Maryland Department of the Environment (MDE) staff, representatives of environmental groups and representatives of the development community, have proposed draft legislation for MDE's consideration. He then reviewed a summary of the major components of the draft legislation, which include Offset Requirements, Offset Options, Nutrient Trading, and Fee-In-Lieu Payments which will be required of new development in order to offset pollution caused by the development in order to maintain EPA guidelines for water quality. Mr. Coyman stated that should new development interests not be required to be physically and fiscally responsible for addressing its share of pollution loading, the burden will fall to the general taxpayer. Council discussion ensued with Mr. Coyman as each component was brought forward. It is anticipated that final legislation will be enacted by the end of 2014. Mr. Coyman will continue to update the Council as necessary.

**CASH STATEMENT 12/03/2013**

<b>BALANCE 11/26/2013</b>	\$26,206,304.80
UHC CLAIMS THRU 11/26/2013	(59,576.40)
BOARD OF EDUCATION 11/2013	(2,863,473.00)
LOCAL INCOME TAX 11/2013	9,033,584.48
DEPOSITS	1,879,830.40
CHECKS	(427,503.99)
VOID CHECK NOS. 285998,286046,286177,286244, 286394,286582,287352,287543,287695,287,864,287906	41,734.69
<b>BALANCE 12/3/2013</b>	<b><u>33,810,900.98</u></b>

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP36	29,399.41
AIP37	303.68
AIP39	--

**AIRPORT ACCOUNTS TOTAL BALANCE** **29,703.09**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.05%	18,000,000.00

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

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

**GRAND TOTAL ALL FUNDS** **\$51,849,174.07**

**CASH STATEMENT 12/10/2013**

<b>BALANCE 12/03/2013</b>	\$33,810,900.98
UHC CLAIMS THRU 12/3/2013	(47,907.85)

BANK CHARGES 11/2013	(2,187.92)
INTEREST ON ACCOUNTS 11/2013	5,102.12
INTEGRA 12/2013	(15,980.16)
STATE BOARD OF ELECTIONS PPE 11/12/2013	(5,103.43)

PAYROLL – FD/SS/MS WH 12/6/2013	(124,931.74)
SECU DED	(6,811.68)
DEFERRED COMP DED	(10,823.49)
MD WH	(30,704.96)
PENSION DED	(30,281.05)
 ACH TRANSFER	 (10,291.75)
FLEX SPENDING ACCT	(2,818.70)

DEPOSITS	1,033,713.86
CHECKS	(576,648.10)
VOID CHECK NO.S 285482,286110,286905.287963	

**BALANCE 12/10/2013** **33,988,305.72**

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP36	29,399.41
AIP37	303.68
AIP39	--

**AIRPORT ACCOUNTS TOTAL BALANCE** **29,703.09**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.05%	18,000,000.00

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

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

**GRAND TOTAL ALL FUNDS** **\$52,026,578.81**



# Talbot County, Maryland



Easton, Maryland

MINUTES

December 17, 2013

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

- II. Agenda – Mr. Pack requested and received Council’s unanimous consent for the approval of the Agenda of Tuesday, December 17, 2013.
- II. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of December 17, 2013.
- III. Introduction of Numbered Resolution:

A RESOLUTION TO AMEND THE TALBOT COUNTY COMPREHENSIVE WATER AND SEWER PLAN TO PROVIDE PERMANENT ALLOCATION OF WASTEWATER CAPACITY WITHIN THE TALBOT COUNTY REGION II WASTEWATER TREATMENT SYSTEM (“REGION II SYSTEM”) TO THE MARTINGHAM SEWER SERVICE AREA (“SSA”) AND TO INCREASE EXISTING FLOWS WITHIN THE REGION II SYSTEM FROM MARTINGHAM SSA BY 40,500 GALLONS PER DAY was brought forward for introduction. Prior to introduction, County Attorney Michael Pullen stated that the County’s Comprehensive Water and Sewer Plan requires amendments to the Plan be introduced at the last legislative session of the quarter. He stated that the resolution before the Council seeks to amend the Plan by allocating existing capacity of 40,500 gallons per day to the Martingham Sewer Service Area which is currently served by a temporary allocation; approval of the amendment would make the temporary allocation permanent. The Clerk then read the resolution into the record and County Engineer Ray Clarke provided a brief history of the request for the amendment to the Plan. He stated that in 2004, Martingham began having problems with its spray irrigation system and at that time, the County Council adopted a resolution to provide a temporary allocation to Martingham so that they could discharge treated effluent directly into the Region II Wastewater Treatment System. Mr. Clarke stated that the current system is a lagoon system into which treated effluent, well water and rainwater first enters a receiving pond. He stated that in 2008, Talbot County took over the Martingham wastewater treatment facility; a permanent allocation would allow the Region II Wastewater Treatment Plant to accept raw sewage from the Martingham facility, thus reducing inflow and infiltration (I&I) problems currently being experienced with the pond system. Council discussion ensued with Mr. Clarke regarding the methods used to calculate the gallons per day for allocation. The resolution was then introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Resolution No. 209. A public hearing was scheduled for Tuesday, January 28, 2014 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

- IV. Public Hearing:

Resolution No. 207, A RESOLUTION TO APPROVE AMENDMENTS TO THE PLANNING COMMISSION'S BYLAWS TO INCLUDE PROCEDURES FOR PREPARING AND SUBMITTING THE RECORD FOR APPEALS TO THE TALBOT COUNTY BOARD OF APPEALS was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing, Assistant Planning Officer Mary Kay Verdery stated that bylaws for the Talbot County Planning Commission were last updated in 1998 and since that time, two decisions of the Planning Commission have been appealed. She

stated that Resolution No. 207 outlines procedures for the Planning Commission with regard to appeals of decisions made by the Planning Commission to the Talbot County Board of Appeals, including information to be provided to the Board of Appeals, the timeline for creation of a record to forward to the Board of Appeals, and the timeline for issuance of a written opinion following receipt of a notice to appeal. She stated that the proposed legislation also includes amendments to the number of terms an individual member may hold as an officer on the Commission. Council discussion ensued with Ms. Verdery. The public was then afforded an opportunity to comment on the legislation. Council discussion then ensued with County Attorney Mike Pullen. Mr. Pullen stated that in his legal opinion, since any appeal of a decision of the Planning Commission to the Board of Appeals needs to be on the record according to the rules set forth by the Talbot County Charter, the Board of Appeals needs to have a sufficient record to review, including a written decision which details the reason for the Commission's decision as required by the rules of the Charter. Upon motion by Mr. Duncan, seconded by Mr. Bartlett, Resolution No. 207 was brought to final reader. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council approved Resolution No. 207 by voting 5 – 0 as follows:

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

Resolution No. 207 is effective immediately.

V. County Manager's Report:

- I. Maryland Department of Natural Resources Chesapeake Bay Trust Fund Grant for 2014 – Requested Council approval to submit an application for \$1,100,000 in grant funding from the Chesapeake Bay Trust Fund; if received, said funding will be used to implement cost-effective projects in Talbot County which reduce nutrient sediment from urbanized areas as outlined in the County's Watershed Improvement Plan. Mr. Craig stated that the deadline for submitting an application for the grant funding is January 31, 2014; no County funding is required. Upon motion by Mr. Bartlett, seconded by Mr. Duncan, the Council approved submittal of the grant application by voting 5 – 0 as follows:

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

- J. County Offices Closed – Mr. Craig stated that Talbot County offices will be closed on Tuesday, December 24, 2013 and Wednesday, December 25, 2013 for the Christmas holiday; County offices will also be closed on Wednesday, January 1, 2014, for New Years Day. The Council's next regularly scheduled meeting will be held on Tuesday, January 14, 2014 at 1:30 p.m. Mr. Craig concluded his comments by wishing everyone Happy Holidays and a Merry Christmas.

VI. Council Comments:

Mr. Hollis - Mr. Hollis wished everyone Happy Holidays and a Merry Christmas.

Mr. Bartlett - Mr. Bartlett wished everyone Happy Holidays and a Merry Christmas. He congratulated the Talbot Braves Pop Warner Jr. Midget Cheerleading Squad for

their 2<sup>nd</sup> Place finish in the national championships. He stated that approximately 90 teams had participated in the competition.

Ms. Price - Ms. Price wished everyone a Merry Christmas and Happy New Year. She congratulated Mr. Duncan on a wonderful MACo president acceptance speech. She stated that the event was, in her opinion, a special moment, and she was glad to have been there; Governor O'Malley also attended the event.

Mr. Duncan - Mr. Duncan thanked his fellow Council members and County staff for their generosity and support during his recent installation as MACo president; he stated that it was gratifying and very rewarding. He stated that he had received thanks from many citizens for serving as the MACo president, but that the real honor belongs to the people of Talbot County because, in his opinion, it is such a great county in which to live. He stated that he is happy that he can represent Talbot County citizens on such a prestigious board and promises to do his best for Talbot County. He stated that, in his opinion, we should remember how blessed we are to live in the United States, in Maryland and in Talbot County and that we should not forget those who are less fortunate. He stated that the true test can be seen by looking at *The Star Democrat* listing of those who donate to help those having difficulties and he hopes that their wishes are granted. Mr. Duncan concluded his comments by stating that the older he gets, the more he reflects on the importance of family, including the family of community; he encouraged everyone to go home and hug their children. He wished everyone a happy and prosperous New Year.

Mr. Pack - Mr. Pack again expressed congratulations to Mr. Duncan on assuming the presidency of MACo for the coming year.

VII. 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 in Executive Session at 12:30 p.m. on Tuesday, January 14, 2014 for discussion of legal, personnel, and real estate matters, and at 1:30 p.m. in the regularly scheduled legislative session by voting 5- 0 as follows:

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

The meeting adjourned at 7:20 p.m.

The transcript of the December 17, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

VIII. On Tuesday, December 17, 2013, an Executive Session of the Talbot County Council convened at 5:00 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Duncan, seconded by Mr. Bartlett, the Council met in Executive Session by voting 3 – 0 as follows:

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

Ms. Price arrived at 5:05 p.m.

Mr. Hollis arrived at 5:10 p.m.

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; and for a legal/real estate matter to discuss a proposal to dispose of County property. The Executive Session ended at 6:00 p.m. and reconvened at 7:30 p.m. The Executive Session ended at 8:30 p.m.

**CASH STATEMENT 12/17/2013**

<b>BALANCE 12/10/2013</b>			\$33,988,305.72
STATE REPORT 11/2013			(121,127.05)
UHC CLAIMS THRU 12/10/2013			(56,344.82)
TALBOT COUNTY MD PUBLIC IMP BOND SERIES 2008			11,388,275.00
MD STATE RETIREMENT ANNUAL BILL			(1,072,261.00)
STATE BOARD OF ELECTIONS PPE 11/26/2013			(5,103.41)
POSTAGE WIRE			(3,000.00)
RETURNED CHECK			(300.00)
PAYROLL – FD/SS/MS WH 12/13/2013			(13,332.92)
MD WH			(2,416.00)
DEPOSITS			2,841,412.92
CHECKS			(395,380.10)
<b>BALANCE 12/17/2013</b>			<b><u>33,772,178.34</u></b>
<b><u>AIRPORT ACCOUNTS</u></b>			
AIP-RUNWAY 4-22 EXTENSION ANALYSIS			--
AIP36			29,399.41
AIP37			303.68
AIP39			--
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>			<b><u>29,703.09</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		0.05%	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>\$51,810,451.43</u></b>