



Talbot County, Maryland



Easton, Maryland

MINUTES

December 7, 2010

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 December 7, 2010 was brought forward for approval. Mr. Hollis requested that the disbursements of November 30, 2010 and December 7, 2010 be separated out for vote; there was no objection. The agenda 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 November 23, 2010 were approved upon motion by Mr. Pack, seconded by Ms. Price, with the Council voting 3 – 0 – 2 as follows:

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

Mr. Hollis and Ms. Price abstained from voting on the Minutes of November 23, 2010 because as of that date, they had not yet been sworn in as members of the County Council.

- III. Disbursements of November 30, 2010 – Disbursements of November 30, 2010 were approved upon motion by Mr. Pack, seconded by Mr. Duncan, with the Council voting 3 – 0 – 2 as follows:

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

Mr. Hollis and Ms. Price abstained from voting on the Disbursement of November 30, 2010 because as of that date, they had not yet been sworn in as members of the County Council.

- IV. Disbursements of December 7, 2010 – Disbursements of December 7, 2010 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

- V. Presentation of Chesapeake College Budget Request – Dr. Barbara Viniar, President, Chesapeake College - Dr. Viniar gave a detailed outline of Chesapeake College's budget request. She stated that in FY2010, \$850,000 had been added to the College's revenue due to the fact that anticipated budget cuts from the State did not materialize, and more tuition than anticipated had been received as a result of an increase in enrollment; none of the increased revenue was from County funds. The increase in revenue brought the Unrestricted Fund Balance to approximately \$2.9 million. Dr. Viniar then requested Council's approval for an increase in the College's spending authority; specifically requesting Council's approval for: (1) Chesapeake College to increase their FY2011 spending authority in the sum of \$480,692; and (2) use of \$746,000 from the FY2011 Unrestricted Fund Balance; \$486,000 for Operating Expenditures to provide required technology, system upgrades, faculty and staff training related to the system upgrades, workforce training and urgent building repairs, and \$260,000 for repair of the Queen Anne's Building HVAC system; no new monies are being requested. Use of the funds as requested would bring the Unrestricted Fund Balance to approximately \$2.1 million, or 10% of the College's total Fund Balance, as is recommended for small colleges similar to Chesapeake. Dr. Viniar stated that should the College lose the Fund Balance, the College would not get an Unqualified Audit, accreditation and grant funding would be jeopardized, and major repairs needed to the Queen Anne's Building would have to be postponed. She then outlined each of the specific projects in the request. Council discussion ensued. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved Chesapeake College's request for an increase in their spending authority of \$486,000 by voting 4 – 1 as follows:

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

- VI. Quarterly Update by Talbot County Economic Development Commission – Paige Bethke, Director, Office of Economic Development; Members, Economic Development Commission – Ms. Bethke briefed the Council on business retention and expansion efforts in Talbot County and advised of activities of the Commission, including compilation of an inventory of countywide industrial property and its suitability for development, and the Corporate Sponsor Waterfowl Breakfast in November, designed to expand corporate interest as a showcase for business attraction. She advised the Council that the October unemployment rate in Talbot County was 6.7%, down from 7.1% in September; the national unemployment rate stands at 9.6%. Ms. Bethke cited several businesses which plan to relocate to Talbot County or expand their current Talbot County operations. She stated that future initiatives of the Economic Development Commission include continued marketing activities with the Maryland Asian Environmental Partnership, planned participation with the Environmental Management of Enclosed Coastal Seas 9 (EMECS9) Conference in Baltimore in August 2011, and the promotion of Talbot County environmental technologies projects. Those projects include the solar farm at the Talbot County Community Center, the wind and solar project at the County's bio-solids utilization facility on Klondike Road, an Associates Science Degree in Environmental Technology at Chesapeake College and the Environment Technology Program at Easton High School. Council members congratulated Ms. Bethke on her recent Sustainable Economic Development Leader Award from the Maryland-Asia Environmental Partnership and thanked Ms. Bethke and the Commission for their efforts. The Economic Development Commission will continue to brief the Council on a regular basis.

VII. Overview of Draft Solid Waste Management and Recycling Plans – Ray Clarke, County Engineer – Mr. Clarke presented a brief overview of plans for a comprehensive solid waste management and recycling program in Talbot County. He stated that the County’s current plan, last informally updated in 1984, requires updating per Code of Maryland Regulations (COMAR). Mr. Clarke reviewed the history of the current Mid-Shore Regional Landfill, located in Talbot County since 1990, and which is scheduled to relocate to Caroline County on January 3, 2011, adding that Caroline County will host for the regional landfill for the next 20 years. The other participating counties of Kent and Queen Anne’s will also host future regional landfills, providing the region with a total of 80 years of landfill capability. He stated that the proposed updated plan, at the time it was drafted in 2009, did not include any transfer station options as same were still under consideration by the Council. That option will be included in the updated Solid Waste Management Plan, as will a draft recycling plan for schools as mandated by 2009 Maryland House Bill 1290. Mr. Clarke advised that at present Talbot County has recycling igloos located at Easton Elementary School (Moton building), St. Michaels Middle High School, and Easton High School. A work session was scheduled for Tuesday, December 14, 2010 to discuss proposed changes to the draft plan.

VIII. County Manager’s Report:

A. Talbot County Board of Electrical Examiners – Requested Council’s approval for the appointment of Don English to the Talbot County Board of Electrical Examiners as a representative of the Talbot County Fire & Rescue Association; said term will expire April 1, 2013. Upon motion by Mr. Pack, seconded by Mr. Duncan, 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 Local Emergency Planning Committee – Requested Council approval to forward the name of Town of St. Michaels Commissioner Joanne Clark to the Governor’s Office for consideration of appointment to the Talbot County Local Emergency Planning Committee; Ms. Clark would complete the term of Philip Dinkel, former Town of St. Michaels Commissioner which expires August 1, 2012. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved forwarding the name by voting 5 – 0 as follows:

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

C. Mid-Shore Mental Health System – Regional Mental Health Advisory Committee – Requested Council approval for the reappointment of Steven Ray to a three-year term on the Mid-Shore Mental Health System Regional Mental Health Advisory Committee; said term will expire June 30, 2013; requested the appointment of Deborah Cox and Alexandra Heatley to three-year terms; said terms will expire June 30, 2013. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the reappointment and the appointments by voting 5 – 0 as follows:

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

- D. Extension of Contract for Bid 10-11, RUNWAY 4-22 OBSTRUCTION REMOVAL – EASTON AIRPORT – EASTON, MARYLAND - Requested Council approval to extend the contract for Bid No. 10-11, as previously awarded to Oxford Lawn & Landscape, to August 31, 2011 in order to accommodate Delmarva Fox Squirrel breeding season from January 1st to May 15th. Mr. Craig advised that staff is currently working with the Town of Easton to insure that all necessary permits are in place. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved extension of the contract by voting 5 – 0 as follows:

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

- E. Critical Area Mapping Update Project Meetings – Mr. Craig advised that public informational meetings on the Critical Area Mapping Update Project will be held on the following dates: Tuesday, December 7, 2010 from 6:00 p.m. to 9:00 p.m. at the Talbot County Community Center; Monday, December 13, 2010 from 6:00 p.m. to 9:00 p.m. at the Talbot County Community Center; and Thursday, December 16, 2010 from 6:00 p.m. to 9:00 p.m. at the St. Michaels Library. The public is encouraged to attend this first step toward updating the Critical Area Maps.
- F. Welcome to the County Council – Mr. Craig welcomed the 2010-2014 County Council and stated that he looked forward to working with them.

IX. Council Comments:

Mr. Hollis - No comments.

Mr. Pack- Mr. Pack welcomed Mr. Hollis and Ms. Price as members of the County Council and stated that he looked forward to working with them for four years. He congratulated Mr. Bartlett on his position as president of the Council and stated that he looked forward to working with Mr. Bartlett and Mr. Duncan for another four years.

Ms. Price - Ms. Price thanked the community for their support as evidenced by the large standing room only crowd at the swearing-in ceremony the previous evening. She stated that she has enjoyed getting to know people, is excited about working with her colleagues and congratulated Mr. Bartlett and Mr. Pack on their positions as president and vice president, respectively.

Mr. Duncan - No comments.

Mr. Bartlett - Mr. Bartlett stated that it is a profound honor to have been elected president of the Council and that he is humbled by the trust and confidence each of his colleagues has placed in him. He pledged to work hard as president of the Council to fulfill his duties as outlined in the County Charter. He promised to be respectful, to the best of his ability, to everyone who sits or comes before the Council and to work on behalf of the fine staff of Talbot County. Mr. Bartlett asked everyone remain mindful of the difficult economic and fiscal situation faced by our community and the nation. He commented that as elected leaders, he and his colleagues should not forget their duties to the future of Talbot County and its generations to come. He stated that it is his belief that the Council shares a desire for efficient, effective and responsive County Government which is always accountable to the voters, that the Council shares the desire for a healthy and safe environment for our citizens, that it treasures the physical assets of Talbot County, and that it treasures its greatest asset of all, the County's talented and caring citizens, whether those who have been here for generations or those who have brought their life's experiences to Talbot County. He continued that, in his opinion, if the Council can work as a team, despite their differences and the difficult fiscal realities the County faces, the Council will earn the respect of the citizens it serves. He stated that as president of the Council he hopes to facilitate teamwork and trust in local government. He again thanked his colleagues for the honor of serving as president.

- X. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council voted to adjourn into Executive Session for discussion of legal, personnel, and real estate matters and to reconvene in open session on Tuesday, December 14, 2010 at 3:00 p.m.

The meeting adjourned at 2:49 p.m.

- XI. On Tuesday, December 7, 2010 an Executive Session of the Talbot County Council convened at 12:25 p.m. in the County Council Conference Room. Upon motion by Mr. Pack, 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)(4)(7)(8) the purpose of the Executive Session was for personnel matters to discuss legal issues, including potential legal action, involving the salary of an individual; to discuss appointments to various County Boards and Committees; and to discuss hiring an intern for a County Department; and for legal/real estate matters to obtain legal advice concerning possible relocation of Memorial Hospital at Easton to County owned property and the timetable for same; and to receive a briefing and to discuss pending legal issues with the County Attorney, including litigation over boundaries and ownership of real property. The Executive Session recessed at 1:30 p.m., reconvened at 2:57 p.m. and ended at 5:20 p.m.

The transcript of the December 7, 2010 County Council meeting is available for review in the Office of the County Manager during regular office hours.

CASH STATEMENT 11/30/2010

BALANCE 11/23/2010	\$2,058,853.07
MLGIP INTEREST ON ACCT 10/2010	490.66
BANK CHARGES 10/2010	(2,438.28)
INTEREST ON ACCT 10/2010	990.19
UHC CLAIMS THRU 11/23/2010	(48,478.77)
GLEBE ROAD PROJECT/BROOKS	(2,624.10)
PAYROLL – FD/SS/MS WH 11/24/2010	(114,268.81)
SECUR DED	(9,765.49)
DEFERRED COMP DED	(11,584.40)
MD WH	(29,241.70)
PENSION DED	(21,569.62)
ACH TRANSFER	(11,095.00)
FLEX SPENDING ACCT	(2,298.68)
DEPOSITS	254,663.72
CHECKS	(724,834.47)
VOID CHECK NO.S 265169,265207	116.68
BALANCE 11/30/2010	<u>1,336,915.00</u>

AIRPORT ACCOUNTS

AIP29	\$19,528.29
AIP30	202.57
AIP33-DSA	2,505.00
NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS	0.00
AIP34	\$ 9,246.37
AIP-35	15,420.41
AIP36	0.00
AIP37	101.14
AIRPORT ACCOUNTS TOTAL BALANCE	<u>\$47,003.78</u>

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
06/29/2010	12/28/10	0.47%	3,000,000.00
07/13/2010	01/18/11	0.47%	3,000,000.00
07/27/2010	01/25/11	0.26%	3,000,000.00
05/11/2010	02/15/11	0.50%	3,000,000.00
08/11/2010	02/15/11	0.26%	4,000,000.00
06/15/2010	03/15/11	0.56%	3,000,000.00
06/29/2010	03/29/11	0.61%	3,000,000.00
07/13/2010	04/26/11	0.61%	5,000,000.00

07/27/2010	04/26/11	0.36%	3,000,000.00
08/31/2010	05/31/11	0.37%	4,000,000.00
09/14/2010	06/14/11	0.37%	3,000,000.00
07/27/2010	07/26/11	0.51%	6,000,000.00
08/11/2010	08/09/11	0.52%	4,000,000.00
08/31/2010	08/30/11	0.56%	4,000,000.00
09/28/2010	09/27/11	0.57%	5,000,000.00

PNC-MLGIP INVESTMENTS TOTAL 0.19% 3,000,000.00

TOTAL INVESTED \$59,000,000.00

PETTY CASH BALANCE \$6,800.00

GRAND TOTAL ALL FUNDS \$60,390,718.78

CASH STATEMENT 12/07/2010

BALANCE 11/30/2010 \$1,336,915.00

INCOME TAX 11/2010 4,001,132.30

BOARD OF EDUCATION 11/2010 (2,860,800.00)

UHC CLAIMS THRU 11/30/2010 (31,646.37)

TRANS LOCAL MATCH TO AIP35 (13,898.00)

BOARD OF ELECTIONS PPE 11/2/2010 (7,143.14)

INTEGRA 12/2010 (12,175.36)

PAYROLL-FD/SS/MS WH 12/03/2010 (3,728.02)

MD WH (828.17)

PENSION DED (184.17)

FLEX SPENDING ACCT (140.00)

DEPOSITS 3,102,803.51

CHECKS (560,055.86)

BALANCE 12/07/2010 4,950,251.72

AIRPORT ACCOUNTS

AIP29 19,528.29

AIP30 202.57

AIP33-DSA 2,505.00

NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS 0.00

AIP34 9,246.37

AIP-35 BALANCE 11/30/2010 \$ 15,420.41

DEPOSITS 539,216.26

TANS FR GEN ACCT 13,898.00

CHECKS (475,918.17) 92,616.50

AIP36	BALANCE 11/30/2010	0.00	
	DEPOSITS	8,519.87	8,519.87
AIP37	BALANCE 11/30/2010	101.14	
	DEPOSITS	9,693.18	9,794.32
AIRPORT ACCOUNTS TOTAL BALANCE			<u>\$142,412.92</u>

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
06/29/2010	12/28/10	0.47%	3,000,000.00
07/13/2010	01/18/11	0.47%	3,000,000.00
07/27/2010	01/25/11	0.26%	3,000,000.00
05/11/2010	02/15/11	0.50%	3,000,000.00
08/11/2010	02/15/11	0.26%	4,000,000.00
06/15/2010	03/15/11	0.56%	3,000,000.00
06/29/2010	03/29/11	0.61%	3,000,000.00
07/13/2010	04/26/11	0.61%	5,000,000.00
07/27/2010	04/26/11	0.36%	3,000,000.00
08/31/2010	05/31/11	0.37%	4,000,000.00
09/14/2010	06/14/11	0.37%	3,000,000.00
07/27/2010	07/26/11	0.51%	6,000,000.00
08/11/2010	08/09/11	0.52%	4,000,000.00
08/31/2010	08/30/11	0.56%	4,000,000.00
09/28/2010	09/27/11	0.57%	5,000,000.00
PNC-MLGIP INVESTMENTS TOTAL		0.17%	3,000,000.00
TOTAL INVESTED			<u>\$59,000,000.00</u>
PETTY CASH BALANCE			<u>\$6,800.00</u>
GRAND TOTAL ALL FUNDS			<u>\$64,099,464.64</u>