



TALBOT COUNTY, MARYLAND

County Council

MINUTES

February 23, 2016

Present – President Corey W. Pack, Vice President Jennifer L. Williams, Dirck K. Bartlett, Chuck F. Callahan, Laura E. Price, County Manager R. Andrew Hollis, County Attorney Michael Pullen and Assistant County Attorney Anthony Kupersmith.

- I. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, February 23, 2016.
- II. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, February 16, 2016 and Tuesday, February 23, 2016.
- III. Proclamation: Hunger Awareness Week in Talbot County: March 6, 2016 – March 12, 2016 – Prior to presentation of the proclamation, Jan Willis, Coordinator, Talbot Family Network and Catherine Poe, Chairperson, Talbot County Hunger Coalition, briefed the Council on the efforts of the mission of the Talbot County Hunger Coalition, a network of approximately 20 non-profit food resource provider organizations and churches and 500 volunteers in Talbot County who partner to try to end hunger and “food insecurity” in the county. Ms. Poe stated that the formation of a cohesive partnership through the Hunger Coalition was the brainchild of Ms. Willis. The organizations also work to improve access to healthy, nutritious food to the county’s most vulnerable populations. Ms. Poe stated that 1 out of 5 children and 1 out of 11 individuals in the county is food insecure; 9% (3,400) are on food stamps; and 43.5% of school age children receive Free and Reduced Meals (FARMS), up from 29% in 2008. She outlined the correlation between poorer performance in school by children who are hungry, and stated that hospital admissions increase the third week of each month, a time when food supplies for those receiving food stamps and those on fixed incomes has dwindled. Ms. Poe encouraged those who could to participate in the 2nd Annual Food Stamp Challenge – eating on \$33 per week/per person, or, in the alternative, to donate that amount to any of the numerous organizations in Talbot County who assist those who are hungry or are food insecure. Ms. Willis reminded everyone that if 1 out of 10 individuals is food insecure, 9 out of 10 individuals can help. The Clerk then read a proclamation into the record which spoke of raising awareness of the number of individuals in Talbot County who are “food insecure” and encouraged support of local organizations which assist those in need with their time, money and food. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council approved the proclamation by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

Ms. Susan duPont, Co-Chair, Empty Bowls of Talbot County, briefed the Council on the Empty Bowls program, an international effort to raise money and awareness to help end hunger. Ms. duPont stated that the program in Talbot County has raised \$80,000 in seven years. The 8th annual dinner will be held on

Sunday, February 28, 2016; diners purchase tickets for bowls of soup and the proceeds from the event are then donated to approximately nine organizations in Talbot County.

- IV. Presentation by Talbot County Office of Tourism on the Recent Economic Analysis of Talbot County's Tourism Industry – Cassandra Vanhooser, director of Tourism – The presentation was delayed to a future, undetermined date.
- V. Quarterly Update by Talbot County Airport Board – Mike Henry, Manager, Easton Airport – Mr. Henry briefed the Council that the following projects were underway or had been completed: (1) AIP- 42 (Environmental Assessment Study) - Mr. Henry stated that his office had submitted Sections 1 and 2 to the Federal Aviation Administration for review in November 2015; (2) Easton Airport Capital Improvement Plan – Mr. Henry stated that when he had met with the FAA on February 18th regarding the Airport's Capital Improvement Plan for the next five years, he also expressed his concerns that the FAA's comments on those portions of the Environmental Assessment (EA) submitted thus far were taking a long time; a new EA is required by the FAA as the current data is nine years old and needs to be updated; the comments were received from the FAA on February 19th; (3) T-Hangar Taxilane Rehabilitation Project – Mr. Henry stated that a Statement of Work (SOW) and schedule for design of the rehabilitation project, approved by the Council on December 22, 2015, has been submitted to the Maryland Aviation Administration (MAA). He stated that pavement on the taxi lanes is approximately 25 years old and is in need of complete reconstruction; the borings have been completed and the Airport's consultant, AECOM, now anticipates the construction project to be less than the \$1.8 million previously estimated; (4) Fuel Sales – Mr. Henry stated that jet fuel sales have slightly decreased from the same time last year but that Trident Aviation has several additional aircraft looking to locate in Easton. He stated that Trident has now moved its remaining aircraft based at Bay Bridge Airport to Easton Airport. Trident, under contract with the Naval Academy for midshipmen pilot training, is anticipating a 10% increase in the number of students who will be participating in the Navy's student pilot program; Avgas sales also reflect a slight decrease from the same timeframe last year; (5) Corporate Hangars – Mr. Henry stated that the new door for the hangar formerly occupied by the Department of Natural Resources has been ordered; Easton Hangar, LLC has signed an Option to Lease a hangar to be constructed by Mike Gardner Construction; the stormwater plan for the project has been submitted to the Town of Easton; Trooper 6 – Mr. Henry stated that the apron at the Trooper 6 hangar requires repair due to the heavier weight of the new helicopter on the asphalt apron which has created troughs which hold water and become ice in cold weather; the cost of repair ranges from \$28,000 to \$61,000. Mr. Henry stated that he is waiting to hear back from the State regarding its willingness to assume a portion of the repair cost; (6) Tri-Gas and Oil – Mr. Henry stated that the FAA approved the leasing of space at the Airport's fuel farm to Tri-Gas and Oil which will generate additional revenue for the Airport; (7) Gateway Airport Application – Mr. Henry updated the Council on Easton Airport's application to become a "gateway airport," a designation specific to general aviation traffic desiring to land at Reagan National Airport which must have first cleared security through a gateway airport. He stated that he had recently confirmed with the Transportation Security Administration (TSA) that Easton Airport is still interested in receiving the designation; (8) Airport Day – Mr. Henry stated that Airport Day is has been rescheduled to Saturday, August 27, 2016 from 9:00 a.m. to 3:00 p.m.; (9) Avionics – Mr. Henry stated that avionics firm, West Air, has moved its operations back to Easton Airport from Bay Bridge Airport; they are currently operating out of the Easton Jet Service hangar; (10) Skyline Flight Service – Mr. Henry stated that Skyline Flight out of New York is now offering air taxi services out of Easton Airport in hopes of capturing the market for those wishing to take private air service for 1 to 2 hour flights; (11) Wind Cone – Mr. Henry stated that Easton Airport has been offered an LED lit wind cone by MAA; he stated that he is looking into whether cost and regulations for installation may prove too prohibitive at this time; (12) Movie, *Jackie* – Mr. Henry stated that the Airport has contracted with the film company filming the movie, *Jackie*, a portion of which will be filmed at Easton Airport; filming is scheduled to begin March 1, 2016; (13) T-Hangar Development – Mr. Henry stated that since several companies are on a waiting list for T-hangars he contacted a manufacturer regarding construction of six

hangars at a cost of \$100,000 on an FAA approved site at the Airport; however, due to FAA and stormwater management requirements, the cost is now anticipated to be \$1.3 million - no construction of T-hangars is planned at this time. Council discussion ensued with Mr. Henry as the various matters were brought forward. The next Airport Board meeting is scheduled for Wednesday, March 16, 2016 at 8:00 a.m. in the Easton Airport Conference Room.

VI. Quarterly Update by Talbot County Economic Development Commission – Tim Jones, Chairman, Talbot County Economic Development Commission; Paige Tilghman, Director, Office of Economic Development; Members, Economic Development Commission – Ms. Tilghman stated that she had recently attended the National Association of Counties (NACo) Conference in Washington, DC. She stated that while there, she and representatives from several counties throughout the nation spoke with NACo representatives regarding what they perceive are discrepancies in the economic “tracker” reports for their respective counties; Talbot County’s GDP was reported at a negative 45%. She stated that NACo is in the process of reviewing the statistics of Talbot County as well as several other counties and it is anticipated that the revised statistics will reflect that Talbot County’s GDP grew by 3.4%. Ms. Tilghman then introduced Tim Jones as the new chairman of the Talbot County Economic Development Commission. Mr. Jones currently serves as the Vice President of Administrative Services at Chesapeake College. Mr. Jones outlined the role of two subcommittees of the Economic Development Commission: the Communications Committee, one of the purposes of which is to provide the public with an awareness of the benefits of economic development activity in the county and the contributions that local businesses make to the future economic stability of the community. He used the example of local firefighters, who, unless they are employed locally, are unlikely to be able to serve their community in that capacity; and the Business Environment Committee, one of the purposes of which is to provide a platform for communication and cooperation between the Town and County permit offices, utilities, and the business and development community so that timely responses are provided. Mr. Jones stated that both committees address the full Economic Development Commission on a regular basis. Ms. Tilghman updated the Council on recent activities of the Economic Development Commission, including its continuing work with regard to Brownfields Revitalization Certification and the drafting of legislation proposed for same. Ms. Tilghman requested Council’s consideration for review and possible update of the recommendations made on the Strategic Plan for Talbot County and the Towns, and the accomplishments made toward the recommendations, particularly since several of the incorporated municipalities have now updated their comprehensive plans. Ms. Tilghman then reviewed recent wage and employment information for Talbot County and outlined the various initiatives of the Office of Economic Development to continue to support retention and expansion of business in Talbot County; 26 businesses have been called on during this quarter. Council discussion ensued with Ms. Tilghman and Mr. Jones as various matters were brought forward. The Office of Economic Development and the Economic Development Commission will continue to update the Council on a regular or as-needed basis.

VII. County Manager’s Report:

A. Memorandum of Understanding with Chesapeake College – Requested Council approval of a Memorandum of Understanding with Chesapeake College regarding the College’s budget approval process. Mr. Hollis stated that several drafts of the Memorandum were circulated to the County Administrators/County Manager’s of the five participating counties (Caroline, Dorchester, Kent, Queen Anne’s, Talbot) and Chesapeake College and the resulting Memorandum is as agreed upon by a majority of the Administrators/Managers. Council discussion ensued with Mr. Hollis. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the Memorandum of Understanding as agreed upon by the County Administrators/County Managers, not the version as amended by the College President, by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

- B. Request from Roads Department – Requested Council approval of the Roads Superintendent’s recommendation to renew the County’s existing contract with Asphalt Emulsion Industries, LLC for asphalt for the 2016 paving season in the sum of \$1.60 per gallon for CRS-2 asphalt and \$1.75 per gallon for CRS-2L asphalt; the contract price for FY16 was \$2.19 per gallon. Upon motion by Ms. Williams, seconded by Ms. Price, the Council approved the recommendation to renew the existing contract by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

- C. Talbot County Board of Appeals – Requested Council approval for the appointment of Mr. Louis Dorsey to a three-year term on the Talbot County Board of Appeals as a regular member; said term will expire February 11, 2019. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Callahan – Aye

- D. Department of Emergency Services Annual CPR Training Marathon – Mr. Hollis stated that the Department of Emergency Services would be holding their annual CPR training marathon at the Talbot County Community Center, 10028 Ocean Gateway, Easton, on Wednesday, February 24, 2016 from 9:00 a.m. to 7:00 p.m.; sessions will begin every hour on the hour. Individuals who are interested in receiving CPR training should call 410-820-8311 for additional information.

VIII. Council Comments:

Mr. Callahan - Mr. Callahan stated that he and Mr. Bartlett had recently attended a Talbot County Public Schools Career and Technology Education Program luncheon. He stated that, in his opinion, it was nice to see the juniors and seniors in the Program moving toward a career path. Mr. Callahan stated that he and Ms. Williams had served Valentine’s Day lunch at the Senior Center, and that, in his opinion, it was a lot of fun and it was great to be with them.

Ms. Price - No comments.

Mr. Bartlett - No comments.

Ms. Williams - Ms. Williams stated that it was the highlight of the Valentine’s Day lunch when one of the ladies she was serving asked why she had seen Ms. Williams on TV.

Mr. Pack - Mr. Pack stated that February is Black History Month and on Saturday, February 27th, Bethel AME Church at 110 South Hanson Street in Easton will be having a program at 12:00 Noon. He stated that Professor Dale Green of Morgan State University will be the keynote speaker and Governor Hogan and Lt. Governor Rutherford will be present. He stated that at 11:00 a.m. there will be a tour of The Hill project, the oldest African American community in the United States. Mr. Pack concluded his comments by asking for continued prayers for the families of the deputies recently killed in the senseless shooting in Harford County.

IX. 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; to reconvene on Monday, February 29, 2016 at 4:00 p.m. in the Easton High School Cafeteria for a work session with staff on the draft Comprehensive Plan; to reconvene on Wednesday, March 2, 2016 and Thursday, March 3, 2016 for Budget presentations; and to reconvene on Tuesday, March 8, 2016 at 12:30 p.m. in Executive Session for discussion of legal, personnel, and real estate matters, and for the regularly scheduled meeting at 1:30 p.m. by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price - Aye
Mr. Callahan - Aye

The meeting adjourned at 8:04 p.m.

The transcript of the February 23, 2016 County Council meeting is available for review in the Office of the County Manager during regular office hours.

X. On Tuesday, February 23, 2016 an Executive Session of the Talbot County Council convened at 5:10 p.m. in the Bradley Meeting Room and the County Council Conference Room. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council met in Executive Session by voting 5 - 0 as follows:

Mr. Bartlett – Aye
Mr. Callahan – Aye
Mr. Pack – Aye
Ms. Price – Aye
Ms. Williams – 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 to discuss a personnel matter at the Election Board; for legal matters for legal advice regarding an Open Meetings Act violation charge filed by the NAACP/ACLU and for an update on a legal matter involving the County and proposal to recoup civil penalties; and for a real estate matter for an update on possible acquisition of property for a public purpose. The Executive Session recessed at 6:00 p.m. and reconvened at 8:10 p.m. The Executive Session ended at 8:20 p.m.

CASH STATEMENT 02/16/2016

BALANCE 02/09/2016		\$32,386,612.12
INTEGRA CLAIMS THRU 2/8/2016		(77,425.84)
BOARD OF EDUCATION JANUARY 2016		(2,931,331.00)
FLEX SPENDING BENEFITS PPE 1/1, 1/15 & 1/31/2016		(6,371.65)
ELECTION BOARD PPE 1/19/2016		(8,357.63)
FD/SS/MS WH PPE 01/29/2016		(146,540.70)
MD WH		(36,187.96)
PENSION DED		(32,481.81)
DEFERRED COMP		(9,556.78)
SECU DED		(5,221.90)
ACH TRANSFER		(14,406.75)
DEPOSITS		439,773.67
CHECKS		(1,032,021.29)
VOID CHECK # 304146		350.00
BALANCE 02/16/2016		<u>28,526,832.48</u>

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS		0.00
AIP37		16,762.37
AIP39		73,794.25
AIP40		30,252.21
AIP41		39,343.53

AIRPORT ACCOUNTS TOTAL BALANCE**160,152.36****INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.33%	18,000,000.00

TOTAL INVESTED**\$18,000,000.00****PETTY CASH BALANCE****\$15,570.00****GRAND TOTAL ALL FUNDS****\$46,702,554.84****CASH STATEMENT 02/23/2016**

BALANCE 02/16/2016		\$28,526,832.48
INTEGRA CLAIMS THRU 2/16/2016		(30,911.83)
DEPOSITS		277,687.20
CHECKS		(399,685.38)
VOID CHECK #294997, #304908, & #305600		93,769.10

BALANCE 02/23/2016			<u>28,467,691.57</u>
<u>AIRPORT ACCOUNTS</u>			
AIP-RUNWAY 4-22 EXTENSION ANALYSIS			0.00
AIP37			16,762.37
AIP39			73,794.25
AIP40			30,252.21
AIP41			39,343.53
AIRPORT ACCOUNTS TOTAL BALANCE			<u>160,152.36</u>
INVESTMENTS – CERTIFICATES OF DEPOSIT			
<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.34%	18,000,000.00
TOTAL INVESTED			<u>\$18,000,000.00</u>
PETTY CASH BALANCE			<u>\$15,570.00</u>
GRAND TOTAL ALL FUNDS			<u>\$46,643,413.93</u>