



# TALBOT COUNTY, MARYLAND

County Council

MINUTES

July 11, 2017

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

- I. Agenda – The Agenda of Tuesday, July 11, 2017 was brought forward for approval. Mr. Pack requested that, *Item VIII. Presentation of a Debris Management Plan for Talbot County; Item IX. Presentation of Talbot County Hazard Mitigation Plan; and Item X. Introduction of Administrative Resolution – AN ADMINISTRATIVE RESOLUTION TO ADOPT THE HAZARD MITIGATION PLAN FOR TALBOT COUNTY, MARYLAND* be removed from the Agenda and rescheduled when staff is ready to proceed. Ms. Williams then requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, July 11, 2017, as amended.
- II. Minutes – Ms. Williams requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, June 27, 2017.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Monday, July 3, 2017, and Tuesday, July 11, 2017.
- IV. Update by University of Maryland Shore Regional Health – Ken Kozel, President & CEO, University of Maryland Shore Regional Health - Mr. Kozel provided an update on the status of the proposed new facility for Shore Regional Health in Easton, stating that a modified Certificate of Need (CON) had been filed with the Maryland Health Care Commission (MHCC) in October 2016. He stated that since the filing, MHCC had requested answers to several questions in order that they might attain a better understanding of Shore Regional Health’s request in the CON application. He stated that in early 2017, when Shore Regional Health provided its vision for Dorchester County as it related to the Easton facility, MHCC requested that Shore Regional Health add an addendum to the CON to incorporate cost implications of the project; costs associated with the addition of 37 beds to the Easton facility; design changes necessary to include the additional beds; and changes in service which will incorporate regional behavioral health services at the Easton facility. He stated that in addition to on-going discussions with the Maryland Health Care Commission, Shore Regional Health representatives are now also meeting with the Health Services Cost Review Commission (HSCRC) regarding the financial viability of the project and the factors which influence same. He stated that the HSCRC compares the proposed project to other projects the State has approved in the past. Mr. Kozel stated that a decision on the CON from the State is anticipated by the end of December 2017. He stated that in the interim, work will continue on finalizing the layout and design of the new building as a result of the merger with the University of Maryland Shore Medical Center at Dorchester. He then briefed the Council on plans for the conversion of the University of Maryland Shore Medical Center at Dorchester into a freestanding medical facility which would be located in the revitalized shopping center to be known as “Cambridge Marketplace,” approximately one mile from the current location of the hospital. Mr. Kozel emphasized that the goal of University of Maryland Shore Regional Health is to provide great health care in the community with state-of-the-art healthcare facilities and services; to revitalize the shopping center that will become Cambridge Marketplace on Rt. 50 in Cambridge to improve access for the citizens of Cambridge; and with the relocation to free up the waterfront property for a waterfront redevelopment plan. Council discussion ensued with Mr. Kozel as various facets of the

hospital relocation project were brought forward, including water and sewer service to the new location, and the timeframes for same. Mr. Kozel will continue to update the Council on a regular or as-needed basis.

- V. Public Hearing on Society of St. Vincent de Paul Easton Conference (SVDP of Easton, Inc.'s) Community Development Block Grant Food Pantry Expansion Project –Alex Handy, Volunteer, SVDP of Easton, Inc.; Ed Bednarz, Volunteer, SVDP of Easton, Inc.; Jessica Morris, Assistant County Manager - Prior to the public hearing on the project, as is required before the grant can be closed out, Mr. Handy and Mr. Bednarz, on behalf of the more than 300 volunteers at St. Vincent de Paul in Easton, expressed their appreciation to the Council, the County, and Assistant County Manager, Jessica Morris, for their support and assistance with St. Vincent de Paul's food pantry expansion project. Mr. Bednarz stated that expansion of the facility increased the food pantry storage area from 425 square feet to 1,684 square feet, a 400% increase, and expanded freezer space from 134 square feet to 254 square feet, a 190% increase. He stated that the expanded facility affords the organization to not only serve more individuals more efficiently at the facility but also in the community at large. He stated that the expanded facilities provide opportunities for purchasing of food in larger bulk, thus stretching donation dollars, and provides opportunities for St. Vincent de Paul to respond to opportunities for donations from commercial food stores seven days a week and to act as a distributor to local churches. Mr. Bednarz stated that in April, May, and June of 2017, 6,563 individuals were served and 150,000 pounds of foodstuffs distributed; 5,795 individuals were served and 72,800 pounds of foodstuffs distributed during the same timeframe in 2016. Ms. Morris provided a PowerPoint presentation of the food pantry before and after the renovation. The public was then afforded an opportunity to comment on the project which was completed in October 2016. Council expressed their appreciation to Mr. Handy, Mr. Bednarz, and Ms. Morris for their dedication and work on such a worthwhile project.

VI. Public Hearings:

Bill No. 1358, A BILL TO AMEND THE APPROPRIATIONS FOR THE PLANNING, DESIGN AND CONSTRUCTION OF IMPROVEMENTS TO ALLOW THE ACCEPTANCE, PROCESSING, AND DISPOSAL OF GREASE BY UPGRADING THE COUNTY'S EXISTING BIO-SOLIDS TREATMENT FACILITY LOCATED ON 9786 KLONDIKE RD., EASTON, MARYLAND, IN AN AMOUNT NOT TO EXCEED \$5,783,000 AND TO AUTHORIZE REFINANCING OF \$2,650,000 ON THE LOAN INCURRED TO PURCHASE THE FACILITY, FOR A TOTAL CAPITAL EXPENDITURE OF \$8,433,000, ALL OF WHICH SHALL BE REPAID EXCLUSIVELY FROM THE REVENUES GENERATED FROM OPERATION OF THE FACILITY was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1359, A BILL TO AUTHORIZE A PUBLIC LANDINGS MAINTENANCE PROGRAM was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1360, A BILL TO AUTHORIZE A CAPITAL PROJECT FOR THE CONNECTION OF THE TRICEFIELDS COMMUNITY TO THE REGION II WASTEWATER TREATMENT PLANT was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1361, A BILL TO AMEND THE APPROPRIATION FOR THE MAPPING AND EVALUATION AND REHABILITATION OR REPLACEMENT OF COUNTY CULVERTS was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1362, A BILL TO AUTHORIZE A CAPITAL PROJECT FOR REHABILITATION AND IMPROVEMENTS TO THE REGION II SEWER SYSTEM was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1363, A BILL TO AUTHORIZE A CAPITAL PROJECT FOR THE PURCHASE AND INSTALLATION OF AN EMERGENCY GENERATOR FOR THE ST. MICHAELS AND MARTINGHAM SANITARY DISTRICTS was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1364, A BILL TO AMEND THE APPROPRIATION FOR THE WATERSHED IMPROVEMENT PLAN FOR THE EAST AND NORTHEAST AREAS OF THE REGION II WASTEWATER TREATMENT PLANT AREA was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1365, A BILL TO AUTHORIZE IMPROVEMENTS TO BELLEVUE ROAD was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1366, A BILL TO AUTHORIZE IMPROVEMENTS TO BLACK DOG ALLEY was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1367, BILL TO AMEND THE APPROPRIATION FOR A CAPITAL PROJECT TO MAINTAIN BLACK WALNUT POINT STONE REVETMENT, TO INCLUDE PLACEMENT OF NEW STONE was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1368, A BILL TO AMEND THE APPROPRIATION FOR A CAPITAL PROJECT FOR SECURITY ENHANCEMENTS TO COUNTY FACILITIES was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1369, A BILL TO AUTHORIZE THE ARCHITECTURAL AND ENGINEERING FEES ASSOCIATED WITH THE CONSTRUCTION OF THE EASTON ELEMENTARY SCHOOL was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1370, A BILL TO AMEND THE APPROPRIATION AND AUTHORIZE THE DESIGN OF ROOF REPLACEMENT SYSTEMS AND THE ROOF REPLACEMENT AT ST. MICHAELS ELEMENTARY AND MIDDLE/HIGH SCHOOLS was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1371, A BILL TO AUTHORIZE THE PURCHASE AND INSTALLATION OF A METASYS HVAC SYSTEM AT EASTON HIGH SCHOOL was read into the record by the Clerk and brought forward for public hearing.

Bill No. 1372, A BILL TO AUTHORIZE THE PURCHASE AND INSTALLATION OF A SCOREBOARD AT ST. MICHAELS HIGH SCHOOL was read into the record by the Clerk and brought forward for public hearing.

After the bills had been read into the record, the public was provided an opportunity to comment on the legislation. The public hearing will remain open and written comment on the legislation will be accepted until 12:00 Noon on Friday, July 14, 2017. Bill Nos. 1358-1372 are eligible for vote on Tuesday, July 25, 2017.

VII. Presentation of a Debris Management Plan for Talbot County – Brian LeCates, Acting Director, Talbot County Department of Emergency Services; Jim Bass, Talbot County Emergency Management Coordinator; Clay Stamp, Executive Director, Opioid Operational Command Center (OCC), Senior Emergency Management Advisor to the Governor and Chair of the Governor's Emergency Management Advisory Council was postponed to a later date.

VIII. Presentation of Talbot County Hazard Mitigation Plan – Brian LeCates, Acting Director, Talbot County Department of Emergency Services; Jim Bass, Talbot County Emergency Management Coordinator was postponed to a later date.

IX. Introduction of Administrative Resolution:

AN ADMINISTRATIVE RESOLUTION TO ADOPT THE HAZARD MITIGATION PLAN FOR TALBOT COUNTY, MARYLAND was postponed to a yet undetermined date.

X. County Manager's Report:

A. Request from Roads Department – Requested Council approval of the Roads Superintendent's recommendation to two (2) Ford F250 pick-up trucks from the low bidder, Preston Ford, in the sum of \$37,973.00 each, with options added in-house; \$90,000 was approved in the FY2018 Capital Budget for the purchase. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the purchase by voting 5– 0 as follows:

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

B. Request from Roads Department – Requested Council's approval of the Roads Superintendent's recommendation to purchase a one-ton dump truck from Fred Frederick Dodge in the sum of \$62,743.00, with options to be added in-house; \$120,000 was budgeted for the purchase. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the purchase by voting 5 – 0 as follows:

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

C. Request from Roads Department – Requested Council approval of the Roads Superintendent's recommendation to purchase an Alban Caterpillar Skid Steer Loader with 84" bucket attachment in the sum of \$111,762.75, and the purchase of an Alban Caterpillar Compact Track Loader with 84" bucket and mulcher attachment in the sum of \$119,697.75, for a total of \$231,460.50; said purchases utilized NJPA pricing; \$232,000.00 was allocated in the FY2018 Budget for the purchases. Upon motion by Mr. Callahan, seconded by Mr. Pack, the Council approved the purchases by voting 5 – 0 as follows:

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

- D. Talbot County Animal Control Board – Requested Council approval for the reappointment of Joan Trudy Lee to a three-year term on the Talbot County Animal Control Board as a regular member; said term will expire on July 1, 2020. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the reappointment by voting 5 – 0 as follows:

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

- E. Talbot County Department of Social Services Board of Directors – Requested Council approval for the appointment of Kindel Kimball to a three-year term on the Talbot County Department of Social Services Board of Directors; said term will expire on June 30, 2020. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the appointment by voting 5 – 0 as follows:

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

- F. Talbot County Tourism Board – Requested Council approval for the appointment of Benjamin Simons to the Talbot County Tourism Board as a countywide cultural attraction representative; said term will complete the unexpired term of Dennis McFadden and will expire on July 1, 2020; requested Council approval for the reappointment of Judy Bixler to a three-year term on the Talbot County Tourism Board as a representative of the Town of Oxford; said term will expire on July 1, 2021. Upon motion by Mr. Pack, seconded by Mr. Bartlett, the Council approved the appointment and the reappointment by voting 5 – 0 as follows:

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

XI. Council Comments:

Ms. Price - No comments.  
Mr. Bartlett - No comments.  
Mr. Pack - No comments.

Mr. Callahan - No comments.

Ms. Williams - Ms. Williams congratulated Ryan Snow, Project Manager of the Department of Economic Development and Tourism, for having raised \$78,000 in ten weeks for the Leukemia & Lymphoma Society and that he was runner-up for this year's Leukemia and Lymphoma Society Man of the Year. She stated that, in her opinion, he had worked hard, had brought everybody out and did a great job. She stated that it is a tremendous asset to Talbot County and the community to have someone participate like that. Ms. Williams encouraged everyone to take the opportunity to attend one or both of the upcoming events, the Seafood Festival in Tilghman on Saturday, and beginning on Thursday and going through Saturday, the Talbot County Fair. She stated that the Fair is, in her opinion, a great showcase for the county's agricultural community and that it is her understanding that the Fair will have the State sport of jousting on Saturday afternoon, and, for the first time, bull riding.

XII. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council voted to adjourn the meeting and to reconvene in Open Session at 4:30 p.m. on Tuesday, July 11, 2017 and immediately adjourn into Closed Session for discussion of legal, personnel and real estate matters as listed on the Statement for Closing the Meeting, and at 6:00 p.m. for the regularly scheduled meeting by voting 5 – 0 as follows:

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

The meeting adjourned at 7:05 p.m.

The transcript of the July 11, 2017 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XIII. On Tuesday, July 11, 2017 a Closed Session of the Talbot County Council convened at 4:50 p.m. in the County Council Conference Room. Upon motion by Ms. Price, seconded by Mr. Pack, the Council met in Closed 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 General Provisions Article § 3-305(b)(1)(i)(7)(8) the purpose of the Closed Session was for personnel matters to discuss appointments to various County boards and committees; to discuss a personnel matter at Easton Airport; to discuss a personnel matter at the Sheriff's Office; and to discuss a personnel matter at the Office of Law; and for legal matters for legal advice concerning the County's Development Rights and Responsibilities Agreement with the Town of Easton and Shore Health System, Inc., and for legal advice concerning enforcement of minimum livability code. The Closed Session ended at 5:55 p.m.

- XIV. Meeting with The Honorable Jerry Walker, First Vice President, Maryland Association of Counties (MACo) Board of Directors and Vice Chairman, County Council of Anne Arundel County, Maryland; Michael Sanderson, Executive Director, MACo – The Council met with MACo First Vice-President, Jerry Walker and Executive Director, Michael Sanderson, on Tuesday, July 25, 2017 at 4:00 p.m. in the Bradley Meeting Room. Mr. Sanderson and Mr. Walker thanked the County Council for their support of MACo and provided an overview on a variety of issues including the State budget and opioid addiction/treatment issues affecting the State. Mr. Sanderson noted that one of MACo’s primary duties during the State budget cycle is to fend off the shifting of State costs to the counties. Mr. Sanderson stated that the MACo Board of Directors will be working on selecting their top priorities for the upcoming legislative cycle and will share the priorities with the counties once they are developed. MACo will be closely following the recommendations of the 2016 Commission on Innovation and Excellence in Education (also known as the Kirwan Commission) as they prepare their report on a wide range of issues with school funding such as wealth calculation and State education aid formulas. Mr. Sanderson invited the Council to participate on a conference call sponsored by MACo on July 20<sup>th</sup> to discuss the Kirwan Commission’s report. The final report is due to the State in December 2017. Mr. Sanderson encouraged all Council members to attend the annual summer conference in August.
- XV. Joint Work Session with Planning Commission on Zoning Ordinance Update – Mary Kay Verdery, Planning Officer, Miguel Salinas, Assistant Planning Officer; Martin Sokolich, Senior Planner – The County Council held a joint work session with the Planning Commission on the Zoning Ordinance Update (Next Step 190) on Thursday, June 29, 2017 at 6:00 p.m. in the Wye Oak Room at the Talbot County Community Center. Ms. Verdery stated that one of the main purposes of the Zoning Update is to implement the goals and objectives of the 2016 Comprehensive Plan, to incorporate changes in State and federal law which have taken effect since the County adopted its last zoning update, to improve regulations based on lessons learned under current guidelines and to respond to changing land use requests. The topics included in the *Issues and Options Paper* presented for discussion were developed from input received during a series of public listening sessions held in late 2016. Suggested options listed in the document were provided during public presentations of, and roundtable discussions on, the issues presented by County staff and the County’s consultants for the update of Chapter 190, Ben Sussman, Project Manager, and Jennifer Huff, Planning Consultant, Environmental Resources Management (ERM) in Annapolis. Ms. Huff and Mr. Sussman reviewed each of the major topics outlined in the *Issues and Options Paper* and discussion ensued with members of the Council and the Planning Commission as each topic was brought forward.
- XVI. Work Session on Proposal for County Owned Wastewater Treatment System at Ferry Point Marina and Adjacent Properties in Trappe – Ray Clarke, County Engineer – The Council held a work session with the owners of Composite Yacht and representatives of Ferry Point Marina on Monday, July 10, 2017 in the Bradley Meeting Room. The purpose of the work session was to review sewer and zoning related issues for two commercial businesses at the subject location and to discuss a proposal for phase-in extension of sewer to the commercial properties on Marina Drive in Trappe (Ferry Point Marina and Composite Yacht) and subsequently to the residential properties adjacent to Ferry Point Marina. Robert “Bob” Rauch, of Rauch & Associates, engineers for the owners of Ferry Point Marina, outlined the wastewater treatment system proposed for the location, the anticipated cost of the system, and his firm’s designing experience for other systems as proposed for Ferry Point Marina, including an identical system in Preston (Caroline County). Mr. Clarke provided additional details on potential funding sources for the project as well as the anticipated per year cost for debt service to the County which would be repaid by users of the system. Council will continue to review the proposal.

XVII. Work Session on Maryland Property Assessed Clean Energy (PACE) Program - Cassandra Vanhooser, Director, Department of Economic Development and Tourism; Sam Shoge, Economic Development Coordinator, Department of Economic Development and Tourism; Gerard Neely, Manager, Maryland Commercial PACE Program – Mr. Shoge stated that, in his opinion, the PACE Program provides a good incentive for businesses to leverage energy efficiency financing upgrades for their properties. Mr. Neely outlined several specifics of the PACE Program and its benefits, including job creation, business retention, and improvement of property values. Council discussion ensued with Mr. Neely, staff and Katherine Magruder, Executive Director of the Maryland Clean Energy Center (MCEC). Legislation is required to be adopted by the County in order to have eligible businesses participate in the Program. Council will continue to review the Program.

**CASH STATEMENT 7/03/2017**

BALANCE 6/27/2017	\$18,003,620.95
FD/SS/MS WH PPE 6/16/2017	(149,804.60)
DEFERRED COMP DED PPE 6/16/17	(12,606.48)
MD WH PPE 6/16/17	(36,768.71)
PENSION DED PPE 6/16/17	(33,722.92)
SECU DED PPE 6/16/17	(4,485.82)
DEF COMP PLAN 401(A) PPE 6/16/17	(2,894.40)
ACH TRANSFERS	(13,722.75)
INTEGRA CLAIMS THRU 6/26/17	(38,785.44)
USDA/RD RONB QTRLY BOND PYMT LOAN #92-03	(9,478.60)
BOARD OF EDUCATION 6/2017 2 <sup>ND</sup> HALF	(1,528,759.50)
DEPOSITS	1,500,326.31
CHECKS	(2,343,092.18)
VOIDED CHECK(S) #316034, 316035	509.58
<b>BALANCE 7/03/2017</b>	<b><u>15,330,335.44</u></b>

**AIRPORT ACCOUNTS**

AIP42	0.00
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>	<b><u>0.00</u></b>

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.95%	18,000,000.00
<b>TOTAL INVESTED</b>			<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>			<b><u>\$15,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>			<b><u>\$33,345,905.44</u></b>



**CASH STATEMENT 7/11/2017**

BALANCE 7/03/2017			\$15,330,335.44
ELECTION BOARD PPE 5/23, 5/30 & 6/6/2017			(12,025.62)
FD/SS/MS WH PPE 6/30/17			(2,884.02)
DEFERRED COMP DED PPE 6/30/17			(1,240.00)
MD WH PPE 6/30/17			(489.25)
PENSION DED PE 6/30/17			(771.80)
INTEGRA CLAIMS THRU 7/3/17			(30,841.60)
AIP 42 AECOM #19 INV# 37923658			(3,676.78)
DEPOSITS			5,737,240.25
CHECKS			(382,405.45)
<b>BALANCE 7/11/2017</b>			<b><u>20,633,241.17</u></b>
<b><u>AIRPORT ACCOUNTS</u></b>			
AIP42			0.00
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>			<b><u>0.00</u></b>
<b>INVESTMENTS – CERTIFICATES OF DEPOSIT</b>			
<b><u>CERTIFICATE DATE</u></b>	<b><u>MATURITY DATE</u></b>	<b><u>RATE</u></b>	<b><u>AMOUNT</u></b>
PNC-MLGIP INVESTMENTS TOTAL		0.97%	18,000,000.00
<b>TOTAL INVESTED</b>			<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>			<b><u>\$15,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>			<b><u>\$38,648,811.17</u></b>