



Talbot County, Maryland



Easton, Maryland

MINUTES

June 11, 2013

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

- I. Agenda – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, June 11, 2013.
- III. Disbursements – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Disbursements of May 28, 2013, June 4, 2013, and June 11, 2013.
- IV. Presentation by Maryland State Comptroller’s Office – Joseph Shapiro, Assistant Controller, Maryland State Comptroller’s Office – Mr. Shapiro briefed the Council on the services offered by the Maryland State Comptroller’s Office and reiterated Comptroller Franchot’s commitment to having staff in the Comptroller’s Office walk citizens through the process of resolving tax issues. He stated that in an effort to better assist citizens, the Comptroller’s Office has instituted an ombudsman’s office for the purpose of providing citizens who are trying to resolve tax issues with more direct access to Comptroller’s Office personnel; Mr. Shapiro then introduced Karen Sherrer, Taxpayer Ombudsman. Citizens desiring to contact the Ombudsman’s Office may do so by emailing them at ombudsman@comptroller.state.md.us or by calling 410-260-4020. Council members expressed their appreciation to Mr. Shapiro for his briefing and to Comptroller Franchot for his commitment to customer service.
- V. Presentation on The Hill Project – Dale Green, AAIA, APT, LEED AP, Assistant Professor and Chair, Historic Preservation Program, Morgan State University School of Architecture and Planning Center for Built Environment and Infrastructure Studies; Cassandra Vanhooser, Director, Talbot County Office of Tourism – Ms. Vanhooser introduced Dale Green of Morgan State University, who is leading research on “The Hill” Project. She stated that Professor Green, born and reared in Easton, holds an undergraduate degree from Morgan State University, a Masters Degree in Architecture from the University of Illinois at Urbana – Champaign, is chairperson of Morgan State’s Historic Preservation Program, and is a partner in the Baltimore architecture firm of Sulton, Campbell, Britt & Associates. Professor Green briefed the Council on the collaborative efforts of Morgan State University, along with several universities and organizations in the region, to document the significance of the historic African American neighborhood in Easton known as “The Hill” through historical and archeological research. Professor Green stated that the consortium has discovered both written and archeological evidence which indicates that The Hill may be the earliest African-American neighborhood in the United States; another archeological excavation will take place on The Hill between July 8, 2013 and July 26, 2013 in search of relics from the time period of 1790 to 1810. He stated that once more fully explored, and if authenticated, the National Historic Registry listing for the historical district of Easton will be amended to include The Hill. He detailed the historical significance of the area to the African-American community and to the nation. Council discussion ensued with Professor Green and Cassandra Vanhooser, Director of the Talbot County Office of Tourism, as to the short and long-term heritage tourism opportunities that findings on The Hill will afford on the local, state, national and international level, as well as local economic development opportunities. Professor Green invited the Council to the 150th Celebration of Juneteenth which will begin on Friday, June 14, 2013 from 6:00 p.m. to 8:00 p.m. at the Academy Art Museum; additional activities will take place on Saturday, June 15, 2013 beginning at 11:00 a.m. at the Academy Art Museum.

VI. Introduction of Numbered Resolution:

A RESOLUTION TO AMEND THE BYLAWS OF TALBOT FAMILY NETWORK (“TFN”) TO ELIMINATE THE POSITION FOR AN ELECTED OFFICIAL FROM THE EXECUTIVE COMMITTEE, TO PERMIT THE COUNTY COUNCIL TO APPOINT ONE OF THEIR MEMBERS, OR A DESIGNEE, TO THE TFN BOARD, TO PERMIT PUBLIC SECTOR AGENCY HEADS TO APPOINT A DESIGNEE TO REPRESENT THEM IF THEY ARE UNABLE TO ATTEND A MEETING, AND TO DEFINE THE TERM “QUORUM,” was brought forward for introduction. Prior to introduction, County Attorney Mike Pullen stated that the purpose of amending the bylaws was to bring the current Talbot Family Network bylaws into compliance with the manual of the Governor’s Office of Children, Youth and Families. He stated that the requested changes were identified in a recent audit of Talbot Family Network and had been reviewed and approved by a bylaws subcommittee and the Talbot County Office of Law. The resolution was then introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis and Mr. Pack as Resolution No. 206. A public hearing was scheduled for Tuesday, July 9, 2013 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

VII. Public Hearings:

Resolution No. 205, A RESOLUTION TO APPROVE THE SALE OF SIX (6) UNIMPROVED LOTS LOCATED ON U.S. ROUTE 50 AND CLEARVIEW ROAD, EASTON, MARYLAND, CONSISTING OF APPROXIMATELY 1.395 ACRES IN TOTAL AREA, MORE OR LESS, FOR THE TOTAL SUM OF THREE HUNDRED AND FIFTY-ONE THOUSAND THREE HUNDRED AND TWENTY-FOUR (\$351,324) DOLLARS, was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing, Mr. Pullen stated that the purpose of the legislation was to implement the proposed sale of six (6) lots on Clearview Road in Easton. He stated that the County had purchased the property in 1988 with Federal Aviation Administration (FAA) grant funding for the purpose of noise abatement at Easton Airport. He stated that since the land is no longer needed for that purpose, the conditions of the grant require that the County now dispose of the land, but is required to retain an aviation easement on the property; one of the conditions of the easement prohibits use of the property for residential purposes. Mr. Pullen stated that the County had solicited bids for the purchase of the land and that one responsive bid above the minimum bid price had been received; the public hearing authorizes Findings of Fact with regard to the Resolution. Mr. Pullen stated that proceeds from sale of the Clearview Road property are to be returned to the FAA, but the FAA has informally notified the County that use of the funds may be approved for use in future FAA approved capital projects at Easton Airport. Council discussion with Mr. Pullen ensued. The public was then afforded an opportunity to comment on the legislation. Upon motion by Mr. Pack, seconded by Mr. Hollis, Resolution No. 205 was brought to final reader with the Council voting 3 – 0 – 1 as follows:

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

Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved Resolution No. 205 by voting 4 – 0 – 1 as follows:

Mr. Bartlett – Aye
Mr. Hollis – Aye
Mr. Pack – Aye
Ms. Price – Aye (via absentee ballot)
Mr. Duncan - Abstain

Resolution No. 205 is effective immediately.

Bill No. 1237, A BILL TO APPROVE AGREEMENTS BETWEEN TALBOT COUNTY AND DORCHESTER COUNTY, CAROLINE COUNTY, KENT COUNTY, QUEEN ANNE’S COUNTY, WICOMICO COUNTY, WORCESTER COUNTY, AND SOMERSET COUNTY RESPECTIVELY, FOR MUTUAL AID BETWEEN THE RESPECTIVE SHERIFFS’ OFFICES, was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing, Mr. Pullen stated that the proposed legislation is the result of discussions between Talbot County Sheriff Dallas Pope and the sheriffs of surrounding counties. He stated that the legislation outlines the circumstances under which law enforcement officers from one jurisdiction can offer assistance in a jurisdiction other than their own, if requested to do so by the sheriff of that jurisdiction. He stated that with an Agreement in place the law enforcement officers would not be subject to civil liability while offering mutual aid in a jurisdiction other than their own, after having been requested to do so by that jurisdiction; liability would lie with the officer’s home jurisdiction. Currently, the law enforcement officers are civilly liable without an Agreement in place. Mr. Pullen stated that if approved, Bill No. 1237 will be forwarded to the Councils/Commissions of the counties referenced in the legislation for consideration of their approval. Council discussion ensued with Mr. Pullen and the public was afforded an opportunity to comment on the legislation. Upon motion by Mr. Duncan, seconded by Mr. Hollis, Bill No. 1237 was brought to third reader with the Council voting 4 – 0 as follows:

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

Upon motion by Mr. Duncan, seconded by Mr. Hollis, the Council approved Bill No. 1237 by voting 5 – 0 as follows:

Mr. Bartlett – Aye
Mr. Hollis – Aye
Mr. Pack – Aye
Ms. Price – Aye (via absentee ballot)
Mr. Duncan – Aye

Bill No. 1237 will take effect as provided for in the legislation.

VIII. County Manager’s Report:

A. Talbot County Blue Ribbon Commission Oversight Committee – Requested Council approval for the appointment of Dr. John Ryan to a three-year term on the Talbot County Blue Ribbon Commission Oversight Committee; said term will expire April 1, 2016. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointment by voting 4 – 0 as follows:

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

- B. Talbot County Historic Preservation Commission – Requested Council approval for the reappointment of Alice-Marie Gravelly and Marsha Kacher to three-year terms on the Talbot County Historic Preservation Commission; said terms will expire on July 1, 2016. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the reappointments by voting 4 – 0 as follows:

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

- C. Talbot County Parks and Recreation Advisory Board – Requested Council approval for the reappointment of Aaron West to a four-year term on the Talbot County Parks and Recreation Advisory Board as a representative of the Easton District; requested the appointment of William Keswick to a four-year term as a representative of the Talbot County Board of Education; said terms will expire on July 1, 2017. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved the reappointment and the appointment by voting 4– 0 as follows:

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

- D. Talbot County Social Services Board of Directors – Requested Council approval for the appointment of Laura Heikes and Kate Stinton to three-year terms on the Talbot County Department of Social Services Board of Directors; said terms will expire on June 30, 2016. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointments by voting 4 – 0 as follows:

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

- E. Talbot County Drug and Alcohol Abuse Council – Requested Council approval for the appointment of Doug Kirby to a four-year term on the Talbot County Drug and Alcohol Abuse Council as a citizen representative; said term will expire on July 1, 2017. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointment by voting 4 – 0 as follows:

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

- F. Talbot County Village Center Board – Requested Council approval for the reappointment of Carol Ludwigen to a three-year term on the Talbot County Village Center Board as a representative of the Village of Tunis Mills; requested the appointment of Earl Asche to a term as a representative of the Village of Cordova; said terms will expire on June 30, 2016 and June 30, 2015, respectively. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved the reappointment and the appointment by voting 4 – 0 as follows:

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

- G. Kingston Landing Shore Erosion Control Project – Requested Council approval of a request from the Department of Public Works to accept grant funding from the Chesapeake Bay Trust in the sum of \$54,000; said funding will be used for the establishment of a living shoreline at Kingston Landing to help control erosion. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved acceptance of the grant funding by voting 4 – 0 as follows:

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

- H. Bid 13-05, ASPHALT SHINGLE ROOF REPLACEMENT – 142 N. HARRISON STREET (BOARD OF ELECTIONS BUILDING) EASTON – TALBOT COUNTY, MARYLAND – Requested Council approval to award Bid No. 13-05 to the sole bidder, PM Services, Inc. in the sum of \$9,740.00 for replacement of the asphalt portion of the roof of the County’s property at 142 N. Harrison Street in Easton, and replacement of water-damaged plywood, if found, at a cost of \$2.75 per square foot. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved the award by voting 4 – 0 as follows:

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

- I. Bid No. 13-10, FURNISHING, DELIVERY AND APPLICATION OF CRS-2 EMULSIFIED ASPHALT, TALBOT COUNTY, MARYLAND – Requested Council approval to award Bid 13-10 to the low bidder, Slurry Pavers, Inc., d/b/a Asphalt Emulsion Industries, LLC in the sum of \$2.19 per gallon of emulsified asphalt for a total sum of \$262,800; the remaining portion of the \$390,000 appropriated in the FY 2014 budget for resurfacing materials will be used to purchase stone; the Roads Department anticipates resurfacing approximately 30 miles of County roads in the next fiscal year with “tar and chip.” Council discussion ensued with Richard Ball, Roads Superintendent; Mr. Duncan requested that large signs be posted that tarring and chipping of the roadway was in progress. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the bid award as presented by voting 4 – 0 as follows:

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

- J. Request by Talbot County Department of Emergency Services – Requested Council approval of the Director of Emergency Service’s request to utilize \$25,000 in FY 2013 funding for the purchase of 14 sets of personal protective equipment for Emergency Services personnel, including helmets, coats, pants, boots, gloves and eye protection equipment; said funding was originally budgeted for the purchase of a power load system for the new ambulance. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved use of the funding as presented by voting 4 – 0 as follows:

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

- K. Dover Bridge Maintenance – Mr. Craig advised that the Maryland State Highway Administration would be conducting routine yearly bridge maintenance on Dover Bridge on Wednesday, June 19, 2013 from 3:00 p.m. to 9:00 p.m. He stated that during the time of maintenance, brief bridge closings would occur more frequently.

IX. Council Comments:

Mr. Duncan - No comments. Following Mr. Hollis’ statement of “no comments,” Mr. Duncan inquired about a response from the State regarding the County’s request for removal of the large electronic sign on U.S. Rt. 50. Mr. Bartlett advised that he had recently spoken with State Highway Administration officials who had indicated that the removal of the electronic sign has been delayed until October 2013. Following Mr. Bartlett’s comments, Mr. Duncan stated that he was encouraged that the Governor had appointed Jim Smith as Secretary of the Maryland Department of Transportation. He stated that, in his opinion, Secretary Smith may look more closely at issues involving counties, having previously worked in government as the County Executive for Baltimore County.

Mr. Pack- Mr. Pack stated that he had enjoyed his time away and was glad to be back.

Mr. Hollis- No comments.

Mr. Bartlett – Mr. Bartlett stated that in addition to requesting that the electronic sign on U.S. Rt. 50 be removed, the County has forwarded a letter to the State Highway Administration asking that they review the placement on guardrails at intersections on U.S. Rt. 50 in Talbot County in order to provide drivers with a better view of the highway on the other side of the median to avoid driver error of traveling in incorrect lanes.

- X. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council voted to adjourn to Executive Session for discussion of legal, personnel and real estate matters and to reconvene in Executive Session on Tuesday, June 25, 2013 at 5:00 p.m. for discussion of legal, personnel, and real estate matters, and at 6:00 p.m. for the regularly scheduled legislative session by voting 4– 0 as follows:

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

The meeting adjourned at 3:07 p.m.

The transcript of the June 11, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XIII. On Tuesday, June 11, 2013, an Executive Session of the Talbot County Council convened at 12:50 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council met in Executive Session by voting 4– 0 as follows:

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

In accordance with State Article § 10-508 (a)(1)(i)(3)(8) the purpose of the Executive Session was for a personnel matter to discuss appointments to various County boards and committees; for a legal matter for an update on pending litigation involving the County; and for a real estate matter to discuss a proposal to acquire property for a public purpose. The Executive Session recessed at 1:30 p.m. and reconvened at 3:15 p.m. The Executive Session ended at 4:50 p.m.

- XIV. Work Session to Discuss Recommendations for Talbot County as Found in the *Economic Development Strategic Plan for Talbot County and the Towns – an Opportunity for Alignment as Prepared by Sage Policy Group, Inc.* – The Council held a work session with Paige Bethke, Director, Economic Development on Tuesday, June 4, 2013 at 5:00 p.m. to discuss recommendations for Talbot County as found in the *Economic Development Strategic Plan for Talbot County and the Towns – an Opportunity for Alignment* as prepared by Sage Policy Group, Inc. Sage Policy Group, Inc., an economics consulting firm, had been hired by the County and several of its incorporated municipalities to develop a long-term strategic plan to help guide the future management, prioritization and allocation of resources for development of infrastructure to support a viable tax base for the County and the Towns. Specific recommendations for Talbot County in the Plan include: initiating business friendly initiatives; aggressively pursuing target industries for retention and attraction by creating new resources for economic development; developing a more pragmatic approach for the real property tax credit for commercial or industrial businesses; increasing the amount of strategically-situated industrial and commercially-zoned land in Talbot County, including in larger towns; creation of a new private nonprofit economic development corporation/partnership; and embracing role as senior living/retirement community. Discussion ensued on each recommendation. Ms. Bethke and representatives from the Economic Development Commission will be formally presenting the Plan to the Council at their meeting on Tuesday, June 25, 2013.

CASH STATEMENT 5/28/2013
BALANCE 5/21/2013

	\$14,111,257.72
UHC CLAIMS THRU 5/21/2013	(74,031.48)
POSTAGE WIRE-TOURISM	(1,000.00)
STATE BOARD OF ELECTIONS PPE 4/30/2013	(4,859.32)

PAYROLL – FD/SS/MS WH 5/24/2013	(111,412.72)
SECU DED	(7,024.77)
DEFERRED COMP DED	(9,440.60)
MD WH	(27,796.80)
PENSION DED	(27,579.07)
ACH TRANSFER	(9,211.75)
FLEX SPENDING ACCT	(2,438.59)

DEPOSITS	353,843.71
CHECKS	(1,013,236.31)

BALANCE 5/28/2013 **13,177,070.02**

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP-34	43,565.34
AIP-35	36,284.23
AIP36	19,272.58
AIP37	311.62
AIP38	3,257.70

AIRPORT ACCOUNTS TOTAL BALANCE **102,691.47**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.09%	18,000,000.00

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

PETTY CASH BALANCE **\$8,320.00**

GRAND TOTAL ALL FUNDS **\$31,288,081.49**

CASH STATEMENT 6/4/2013

BALANCE 5/28/2013 \$13,177,070.02

POSTAGE WIRE	(3,000.00)
BOARD OF EDUCATION 5/2013	(2,860,960.00)
INTEGRA 6/2013	(15,637.30)
LOCAL INCOME TAX 5/2013	4,866,974.04

DEPOSITS	376,686.73
CHECKS	(238,396.44)
VOID CHECK NO. 281429	98.14

BALANCE 6/4/2013 **15,302,835.19**

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS				--
AIP-34				43,565.34
AIP-35				36,284.23
AIP36				19,272.58
AIP37	BALANCE 5/28/2013	311.62		
	DEPOSIT	13.00		324.62
AIP38				3,257.70

AIRPORT ACCOUNTS TOTAL BALANCE 102,704.47

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.09%	18,000,000.00

TOTAL INVESTED \$18,000,000.00

PETTY CASH BALANCE \$8,320.00

GRAND TOTAL ALL FUNDS \$33,413,859.66

CASH STATEMENT 6/11/2013

BALANCE 6/4/2013 \$15,302,835.19

STOP PAYMENTS	(1,724.00)
UHC CLAIMS THRU 6/4/2013	(34,607.07)
BANK CHARGES 5/2013	(2,724.75)
INTEREST ON ACCT 5/2013	3,136.07
STATE BOARD OF ELECTIONS PPE 5/14/2013	(4,938.30)
TALBOT CO PUBLIC IMPROVEMENT BOND SERIES 2008	(383,275.00)
STATE REPORT 5/2013	(67,774.84)

PAYROLL – FD/SS/MS WH 6/7/2013	(116,162.03)
SECUR DED	(7,027.91)
DEFERRED COMP DED	(9,490.60)
MD WH	(28,520.14)
PENSION DED	(28,122.45)
ACH TRANSFER	(10,261.75)
FLEX SPENDING ACCT	(2,603.59)

DEPOSITS	979,359.81
CHECKS	(509,790.63)

BALANCE 6/11/2013 15,078,308.01

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS --

AIP-34	43,565.34
AIP-35	36,284.23
AIP36	19,272.58
AIP37	324.62
AIP38	3,257.70

AIRPORT ACCOUNTS TOTAL BALANCE **102,704.47**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.07%	18,000,000.00

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

PETTY CASH BALANCE **\$8,320.00**

GRAND TOTAL ALL FUNDS **\$33,189,332.48**