



Talbot County, Maryland



Easton, Maryland

MINUTES

June 28, 2011

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 June 28, 2011 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 – The Minutes of June 14, 2011 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

- III. Disbursements – Disbursements of June 21, 2011 and June 28, 2011 were 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

- IV. Presentation on Talbot County Agricultural Center – Thomas Reilly and Alison Roe, 4-H Member – Mr. Reilly thanked the Council and County staff, on behalf of the Talbot County 4-H Livestock Committee, for working with the Committee to help them achieve their goal for completion of construction of the 4-H beef barn at the Talbot County Agricultural Center prior to the opening of the 2011 Talbot County Fair. Mr. Reilly introduced Alison Roe, a recent Easton High School graduate who is a member of the Future Farmers of America (FFA) and recipient of the 4-H Diamond Clover Project, the 4-H equivalent to the Eagle Scout Award. He stated that as a part of her Diamond Clover Project Ms. Roe had raised funding totaling \$7,000 toward construction of the 4-H beef barn by soliciting donations of materials and professional services needed to complete the building. Ms. Roe briefed the Council on her Diamond Clover Project and of her future plans to attend college and major in Agriculture. Council members commended Ms. Roe on her achievements and her efforts for the betterment of the community.

- V. Council’s Consideration for Referral to the Talbot County Office of Planning and the Talbot County Planning Commission a Proposed Text Amendment to Chapter 190, Talbot County Zoning Ordinance, Talbot County Code – Off-Road Outdoor Recreation (public or private) to permit Friday and Saturday overnight parking of enclosed recreation vehicles with self-contained systems at approved off-road outdoor recreation facilities, with a limit of seven such events per year – Prior to Council’s consideration of the matter, Mr. Hollis recused himself from the discussion, stating that his family is friends with the applicant. He then stepped down from the dais. Sandy Coyman, Planning Officer, briefed the Council on an application received by the Planning Office requesting a zoning text amendment to permit overnight parking of enclosed recreation vehicles with self-contained systems at approved off-road outdoor recreation facilities. He stated that the overnight parking of such vehicles is currently not permitted under §190-73 of the Talbot County Code. Mr. Coyman outlined the procedure for the application, stating that, upon Council’s approval, the matter will be referred to staff for further review, and a zoning analysis will be provided as to how it relates to the Comprehensive Plan; informal hearings will be held before the matter is referred to the Planning Commission. The Planning Commission will then make a formal recommendation to the County Council; the Council would then have the prerogative to introduce legislation for a text amendment. Council referred the matter to Planning Staff and the Planning Commission for due diligence.

Mr. Hollis returned to the dais.

- VI. Introduction of Administrative Resolutions:

AN ACT OF TALBOT COUNTY, MARYLAND APPROVING AND ACCEPTING THE NINTH AMENDED AND RESTATED TRUST AGREEMENT OF THE LOCAL GOVERNMENT INSURANCE TRUST (THE “TRUST”) was read into the record by the Clerk. County Manager John Craig explained that Talbot County’s insurer, Local Government Insurance Trust (LGIT), requires its members to abide by certain Trust Agreements, and as such, the Trust Agreements undergo changes from time to time which its members are required to approve. He stated that the requested change before the Council relates to reducing the number of members of the Board of Trustees of LGIT from 13 to 12 members. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved introduction of the Administrative Resolution by voting 5 – 0 as follows:

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

Upon motion by Mr. Hollis, seconded by Mr. Duncan, 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

The Administrative Resolution will take effect immediately.

AN ADMINISTRATIVE RESOLUTION TO ESTABLISH AN OTHER POST EMPLOYMENT BENEFITS TRUST (“THE TRUST”) FOR TALBOT COUNTY, MARYLAND; TO DESIGNATE A TRUSTEE OF THE TRUST, TO APPOINT PLAN ADMINISTRATORS FOR THE TRUST, AND TO

PROVIDE THAT THE PLAN ADMINISTRATORS MAY EMPLOY AN INVESTMENT MANAGER AND INVESTMENT CONSULTANT FOR THE TRUST was brought forward for introduction. Upon motion by Mr. Duncan, and unanimous consent of the Council, a full reading of the administrative resolution was waived. Mr. Craig stated that the administrative resolution provides for the setting aside of a portion of the monies previously obligated in the County's fund balance for retiree costs. He stated that recent changes had been made under Governmental Accounting Standards Board (GASB) regulations requiring that all governmental entities implement a study on the amount of funding needed to be obligated for their retirees; \$14 million is anticipated to be required for County employees; \$50 million is anticipated to be required for the Board of Education. Thus far, the County has set aside \$9 million for its future retirees, including healthcare obligations. Council discussion ensued. Upon motion by Mr. Pack, seconded by Ms. Price, the Council introduced the Administrative Resolution by voting 5 – 0 as follows:

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

Upon motion by Mr. Hollis, seconded by Mr. Duncan, 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

The Administrative Resolution will take effect immediately.

VII. Introduction of Numbered Resolutions:

A RESOLUTION TO AMEND THE TALBOT COUNTY COMPREHENSIVE WATER AND SEWER PLAN (THE "PLAN") TO INCORPORATE INTO THE PLAN PROPOSED INFRASTRUCTURE EXTENSIONS AND IMPROVEMENTS TO THE EASTON UTILITIES WATER AND SEWER SYSTEM, WITHIN THE TOWN OF EASTON, AS FOLLOWS: (A) TO EXTEND EASTON UTILITIES' WATER SYSTEM TO PROPERTY ANNEXED INTO THE TOWN OF EASTON BY TOWN COUNCIL RESOLUTION NO. 5955 FOR THE PROPOSED RELOCATION OF THE HOSPITAL, INCLUDING EXTENSION TO THE TALBOT COUNTY COMMUNITY CENTER PROPERTY; (B) TO EXTEND EASTON UTILITIES' SEWER SYSTEM TO THE NEWLY ANNEXED HOSPITAL PROPERTY AND COMMUNITY CENTER; AND (C) TO ADD A CROSS-TOWN WATER CONNECTOR. NEW WATER AND SEWER INFRASTRUCTURE ON THE HOSPITAL PROPERTY WILL INCLUDE A NEW ELEVATED WATER STORAGE TANK AND A NEW FORCE-MAIN PUMP STATION was introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Resolution No. 184. A public hearing was scheduled for Tuesday, July 26, 2011 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

A RESOLUTION TO AMEND THE TALBOT COUNTY COMPREHENSIVE WATER AND SEWER PLAN (THE "PLAN") TO RE-MAP TAX MAP 41, GRID 7, PARCEL 11, CONSISTING OF APPROXIMATELY 17.29 ACRES, MORE OR LESS, ON THE NORTH SIDE OF ROYAL OAK ROAD, NEAR ROYAL OAK, MARYLAND, GENERALLY KNOWN AS 26004 ROYAL OAK ROAD, ROYAL OAK, MD 21662, (THE "PROPERTY") OWNED BY CHRISTOPHER J. KLEPPINGER AND

JEANINE R. KLEPPINGER (THE “APPLICANTS”), FROM THE CURRENT DESIGNATION AS “UNPROGRAMMED” TO “S-1” (IMMEDIATE PRIORITY) IN ACCORDANCE WITH A CERTAIN DEED OF EASEMENT DATED APRIL 14, 1992, RECORDED AMONG THE LAND RECORDS OF TALBOT COUNTY, MARYLAND, AT LIBER 726, FOLIO 224, IN WHICH THE APPLICANT’S PREDECESSOR-IN-TITLE GRANTED TALBOT COUNTY AN EASEMENT TO CONSTRUCT, MAINTAIN, AND OPERATE A PUMP STATION IN EXCHANGE FOR ALLOCATION TO THE PROPERTY OF THE RIGHT TO CONNECT ONE (1) RESIDENTIAL UNIT TO THE REGION II WASTEWATER TREATMENT PLANT was introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Resolution No. 185. A public hearing was scheduled for Tuesday, July 26, 2011 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

VIII. Introduction of Legislation:

Prior to introduction of the proposed legislation, Sandy Coyman, Planning Officer, and Mary Kay Verdery, Assistant Planning Officer, briefed the Council on proposed legislation to amend Chapter 73, Forest Conservation, of the Talbot County Code. Ms. Verdery stated that the changes are required in order to update the County Code to meet compliance with Maryland Senate Bills 666 and 914 which became effective on October 1, 2009, and October 1, 2010, respectively. Ms. Verdery briefly outlined each of the proposed amendments, and stated that the Office of Planning and Zoning had been complying with the State regulations since their effective dates. A BILL TO AMEND THE TALBOT COUNTY CODE, CHAPTER 73, FOREST CONSERVATION, TO ADDRESS LEGISLATIVE CHANGES AS REQUIRED BY SENATE BILL 666 AND SENATE BILL 914, STATE OF MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR LOCAL FOREST CONSERVATION PROGRAM COMPLIANCE AND TO AMEND THE COUNTY FEE SCHEDULE FOR FOREST CONSERVATION was introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Bill No. 1204. A public hearing was scheduled for Tuesday, July 26, 2011 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

Prior to introduction of the proposed legislation, Sandy Coyman, Planning Officer, stated that the purpose of the legislation is to establish two new zoning districts for the Village Centers in order to address the different character of the various 22 Villages in the County. Should the legislation be enacted, the verbiage will be incorporated into the County Code, giving each Village the opportunity to express to the Council the zoning designation it prefers. A BILL TO AMEND THE TALBOT COUNTY CODE, CHAPTER 190, “ZONING, SUBDIVISION AND LAND DEVELOPMENT”, ARTICLE III, LAND USES, §190-16 TO ESTABLISH THE ZONING DESIGNATIONS VC1 AND VC2 WHILE RETAINING THE EXISTING VILLAGE CENTER DESIGNATION WITHOUT AMENDMENT was introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Bill No. 1205. A public hearing was scheduled for Tuesday, July 26, 2011 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

- IX. Quarterly Update by Talbot County Airport Board – Mike Henry, Manager, Easton Airport; Jack Pettit, President, Talbot County 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) – Mr. Henry stated that work is still in progress and is estimated to be completed by mid-July; Federal Aviation Administration (FAA) comments are being addressed. He stated that capital projects funded by the FAA, including those identified with the Environmental Assessment (hangar locations, some obstruction removal and the Airport perimeter road) have been moved forward one (1) year; (2) AIP-34 (Land Acquisitions and Mitigation for Obstruction Removal) – Mr. Henry stated that his office is working with the Maryland Department of the Environment (MDE) to acquire the Wetland Permit; MDE is requesting a letter of documentation from the FAA that the obstructions must be removed or, in the absence of a letter from the

FAA, an individual tree survey will be required; a letter from the FAA to MDE was read into the record; (3) AIP-35 (Reconstruction and Expansion of South Apron) and AIP-36 (Reconstruction and Expansion of South Apron – Alternates 2 & 3, Phases 3 & 4) – Mr. Henry stated that his office is working with Airport consultant, URS, Maryland Aviation Administration (MAA) and contractor, Dixie Construction, to address the FAA's concerns pertaining to smoothness and drainage; (4) AIP-37 (Runway 4-22 Obstruction Removal) – the Airport is continuing to work with the Town of Easton and Talbot Soil Conservation Service to address the Town's concerns; and he outlined said concerns for the Council. Council discussion ensued. Mr. Henry advised that obstruction removal is on hold until MDE issues a Wetland Permit. Mr. Pettit reiterated his opinion that removal of the trees is a safety matter. (5) Snow Removal Equipment – Request for Proposals will be opened on June 30, 2011; the FAA requires that snow removal equipment be replaced every ten years; Airport consultant The LPA Group will also provide a cost for its scope of services to update the Airport Snow Removal Plan; FAA grant funding, which will be requested at a later date, will cover 95% of the cost of the equipment and the update of the Plan; (6) United States Department of Agriculture (USDA) Special Grant/Loan for Easton Airport Sewer Replacement – Application is at the State USDA office for review; obligation of funding is pending; (7) STARS LITE – Reimbursement in the sum of \$35,000 from the FAA has been requested; the monies saved on the purchase of the STARS LITE radar system were originally requested to be used to purchase additional equipment for the Airport Tower; that equipment is no longer needed; (8) Trooper Six Hangar – Mr. Henry stated that the State Fire Marshal is requiring that the Maryland State Police Trooper Six hangar incorporate a sprinkler system into its renovation in order for the hangar to be utilized 24 hours a day; an 8" water line for the sprinkler system, additional pumps, and additional construction are necessary to strengthen the structure to accommodate the sprinkler system; payment of additional costs are being discussed with the Maryland State Police; (9) Trooper Six Hangar Emergency Generator – Advised the Council that the Maryland State Police have requested modification of the emergency generator in the Trooper Six hangar so that the generator can perform required load tests; (10) Air Repair Hangar – Completion of repairs is scheduled for August 15, 2011; the hangar was damaged during the snows of 2010; (11) Aegis Hangar – The 11,000 square foot hangar is scheduled for completion by August 1, 2011; Mr. Henry refuted a statement in *The Star Democrat* that the purpose of the hangar is to allow larger aircraft to land at Easton Airport, stating that the hangar cannot accommodate the largest aircraft which presently land at Easton Airport; (12) Fuel Sales - Reported a positive trend in the past year; however, jet fuel sales have decreased 24% since 2008 when Runway 4-22 was shortened following resurfacing; (13) Community Outreach – The Airport has hosted or participated in several events over the past several months, including the Chamber of Commerce Free Enterprise Workshop in March, tour by Talbot County teachers regarding aviation careers, host to the Maryland Airport Managers' Association Conference in May, Academy for Lifelong Learning briefing and tours, tour by children from Critchlow Atkins Children's Center and host for Maryland Regional Festival of Flight; (14) Lightning Strike – Reported that in early May, the Airport Terminal was struck by lightning; damage is estimated at \$20,000; (15) Clearview property owned by Talbot County - Mr. Henry has met with State Highway Administration representatives regarding 14 trees in their right-of-way and has applied to the Department of Natural Resources for permit to remove; once trees are removed, the property will be appraised for disposal per the FAA; monies from the sale will be retained by the Airport for safety-related projects; (16) Tower Shout Line – The FAA has now taken over, saving the Airport approximately \$1,200 per month; (17) Eastcor/Sanswire – The airship is awaiting FAA approval for free flight; in the meantime, the airship's owners are conducting tests via tether; (18) Airport Day – Airport Day is scheduled for Saturday, October 15, 2011; YAKS and B-17 and B-24 aircraft will be on display; a portion of any revenue received will be donated to Hospice; (19) On behalf of Hunter Harris, Mr. Henry extended an invitation to the Council to attend Mr. Harris' July 4th event at the Airport. The next Airport Board meeting is scheduled for Wednesday, July 20, 2011 at 8:00 a.m. in the Easton Airport Conference Room.

- X. Update on Allen Family Foods, Inc. – Paige Bethke Director, Economic Development – Ms. Bethke briefed the Council on the recent Chapter 11 bankruptcy filing of Allen Family Foods, Inc. The company is headquartered in Seaford, Delaware, and has a facility in Cordova employing approximately 474 people,

some of whom live in Talbot County. Ms. Bethke stated that Allen officials had advised her office that it is the company's intent to sell all its assets; an auction is scheduled to take place in Wilmington on July 28, 2011 and must be approved by the Bankruptcy Court. She stated that Allen has advised her office that a Workers Adjustment and Retraining Notification Act (WARN) Notice had been issued to its employees advising that their employment may be terminated within the next 60 days. She stated that the purpose of the WARN Notice is to provide advance notice to employees in case of plant closing and mass layoffs. Ms. Bethke outlined the procedure for notification and informational follow-up by the Upper Shore Workforce Investment Board, including the deployment of a Rapid Response Team which assists the employees with marketability in the job market, and/or career retraining. Doris Mason, Labor Exchange Administrator for the Maryland Department of Labor, License and Regulation, Division of Workforce Development outlined the services and resources offered by her office and other agencies. Council discussion ensued. Ms. Bethke will continue to update the Council on the matter on a regular or as-needed basis.

- XI. Discussion of Proposal for Waste Transfer Station Increase in Tipping Fees and Homeowner Drop-off (HODO) Punch Cards – Ray Clarke, County Engineer – Mr. Clarke stated that the County's FY2012 budget includes \$550,000 in anticipated revenue to help cover the cost of a contract with Maryland Environmental Service for their operation of the Waste Transfer Station and Homeowner Drop-off (HODO). He stated that his office is proposing the sale of punch cards at the Mid-Shore I Scale House; the punch cards would be available for five and ten trip quantities at a cost of \$10 and \$20 per card, respectively; homeowners can dispose of up to seven bags of trash per trip; anyone wishing to dispose of more than seven bags will be required to use the scales. Mr. Clarke stated that the transportation tipping fees for commercial haulers are also being proposed to increase from \$3 per ton to \$5 per ton, to \$63 as of August 1, 2011. He stated that commercial haulers are required to receive a 30-day notice prior to the implementation of new fees; the fees had been previously increased from \$58 to \$61. The hours of operation of the Scale House are 8:00 a.m. to 2:00 p.m., Monday through Friday; closed on Saturday. The hours of operation of the HODO are 8:00 a.m. – 12:00 Noon, Monday through Friday and 8:00 a.m. to 4:00 p.m. on Saturday. Council discussion ensued. Ms. Price made a motion to approve an increase in fees to commercial haulers by \$5. Council discussion ensued as to the date the increase would take effect and if there would be a different effective date for the municipalities. At the request of Mr. Pack, the question was separated. Upon motion by Ms. Price, seconded by Mr. Pack, the Council approved implementation of the punch card policy as presented by voting 5 – 0 as follows:

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

Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved an increase in the tipping fees from \$3 to \$5 per ton for a total of \$63 per ton for commercial haulers by voting 5 – 0 as follows:

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

Council discussion ensued as to the date for implementation of the tipping fees. Mr. Hollis made a motion that the fees for commercial haulers and the municipalities be implemented on October 1, 2011; there was no second to the motion. Ms. Price made a motion to implement the increase in tipping fees for

commercial haulers on August 1, 2011 and to implement the increase for the municipalities on October 1, 2011; Mr. Hollis seconded the motion; the Council did not approve the motion by voting 2 – 3 as follows:

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

Mr. Duncan made a motion that the increase in tipping fees for commercial haulers and the municipalities would become effective on August 1, 2011; Mr. Pack stated that he had a question before he seconded the motion. Mr. Craig called for a Point of Order and asked that Mr. Pack second the motion prior to any discussion; Mr. Pack seconded the motion and Council discussion ensued. The Council approved an increase in the tipping fees for commercial haulers and municipalities, effective August 1, 2011, by voting 4 – 1 to approve the motion as follows:

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

XII. County Manager's Report:

- A. Introduction of New Director of Administrative Services – Mr. Craig introduced Cheril “Sherry” Thomas as the new Director of Administrative Services. Ms. Thomas is the former Town Manager for the Town of St. Michaels, Maryland.
- B. FY2012 Property Tax Bills – Mr. Craig displayed a sample Property Tax bill and stated that same had recently been mailed; property owners should receive the bills within the next several days. He stated that a one percent (1%) discount is offered if payment is made by July 31, 2011; for those bills paid before September 30, 2011 no interest will accrue.
- C. Talbot County Comprehensive Plan Review Committee – Requested Council approval for the appointment of Nancy Andrew and Jack Sherman to the Talbot County Comprehensive Plan Review Committee as members of the Housing and Community Services Group and Transportation Group, respectively. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved the appointments by voting 5 – 0 as follows:

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

- D. Talbot County Commission on the Aging – Requested Council approval for the reappointment of Susan Welch and Wynne Aroom to three-year terms on the Talbot County Commission on the Aging; said terms will expire April 1, 2014; requested the appointment of Nancy Harrison and Kate Stinton to three-year terms on the Commission; said terms will expire April 1, 2014.

Upon motion by Mr. Duncan, seconded by Mr. Pack, the Council approved the reappointments and the appointments by voting 5 – 0 as follows:

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

- E. Talbot County Economic Development Commission – Requested Council approval for the reappointment of Len Wendowski, Town of Easton representative, and Michael Brady, Town of St. Michaels representative, to three-year terms on the Talbot County Economic Development Commission; said terms will expire June 30, 2014. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved the reappointments by voting 5 – 0 as follows:

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

- F. Talbot County Emergency Services Advisory Board – Requested Council approval for the appointment of Wayne Dyott to the Talbot County Emergency Service Advisory Board as a representative from the Easton District; said term will complete the unexpired term of Rev. Gary Moore and will expire February 1, 2014. Upon motion by Mr. Hollis, 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

- G. Bid No. 11-09, JANITORIAL SERVICES FOR TALBOT COUNTY GOVERNMENT OFFICES, EASTON, MARYLAND – Requested Council approval to award Bid No. 11-09 to the lowest bidder, Bravo Facility Services, Inc. in the sum of \$1,871 per week, with Multicorp Commercial Cleaning and K.J. Foster as back-up bidders for six of the County sites and the two Airport sites, respectively. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved the award to the lowest bidder and to the back-up bidders by voting 5 – 0 as follows:

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

- H. Bid No. 11-11, SOLAR HOT WATER SYSTEM FOR TALBOT COUNTY PUBLIC SAFETY CENTER – Requested Council approval to award Bid No. 11-11 to the low bidder, Aurora Energy, Inc. in the sum of \$89,115.00; the project will be funded by a Maryland

Energy Administration grant; no County funding is required. Upon motion by Ms. Price, seconded by Mr. Hollis, the Council approved the award by voting 5 – 0 as follows:

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

- I. Chesapeake Bay Trust Grant – Requested Council approval to reallocate \$9,000 from the 2010 Chesapeake Bay Trust Grant to complete research and to develop draft legislation for a Surface Water Improvement Utility through an existing contract with the Midshore Riverkeeper Conservancy. Upon motion by Mr. Duncan, seconded by Mr. Pack, the Council approved the reallocation by voting 5 – 0 as follows:

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

- J. Region V (Tilghman) Wastewater Treatment Plant Grants – Requested Council approval of the County Engineer’s recommendation to submit a grant application to the Maryland Department of the Environment through the Maryland Energy Administration for a \$75,000 Wind Swept Grant and a \$75,000 Solar Grant; said funding will be used for exploration of potential use of solar and wind projects at the Region V Wastewater Treatment Plant; the County has already received a \$600,000 low interest loan which includes \$300,000 loan forgiveness for renewable energy projects. Upon motion by Mr. Duncan, seconded by Ms. Price, the Council approved submittal of the grant application by voting 5 – 0 as follows:

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

At Mr. Hollis’ request, County Engineer Ray Clarke clarified that property owners and the general public will have an opportunity to comment on any wind or solar projects proposed for the Region V Wastewater Treatment Plant.

- K. Chesapeake Bay Trust Grants – Reef Balls – Requested Council approval of the County Engineer’s recommendation to submit a grant to the Chesapeake Bay Trust in the sum of \$20,000 to \$25,000 for the purchase 13 reef ball forms; said forms will be used to support the continuation of environmental classes within St. Michaels and Easton High Schools. The reef balls are inoculated with oyster spat at Horn Point and are then placed in local river oyster sanctuaries owned by the State of Maryland. Upon motion by Mr. Duncan, seconded by Mr. Hollis, the Council approved submission of the grant application by voting 5 – 0 as follows:

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

- L. Appointment of Deputy Building Official – Requested Council approval for the appointment of Sandy Coyman as a deputy building official authorized to sign building documents. Upon motion by Mr. Pack, seconded by Mr. Hollis, 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

- M. St. Michaels Campus Renovation Project Fund Escrow Account – Requested Council approval to set up an escrow account for the deposit of the remainder of the funds for the St. Michaels Campus Renovation Project in the sum of \$1,392,300; the funds are the remaining amount from 2008 bonds issued for the construction project and may only be used to retire the debt for the project, beginning in 2017. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the escrow account by voting 5 – 0 as follows:

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

XIII. Council Comments:

Mr. Duncan – No comments.

Ms. Price – Ms. Price stated that the Council had attended a ribbon-cutting ceremony at the Talbot County Community Center for the Solar Panel Project and congratulated Rick Towle for his hard work on the project.

Mr. Pack - Mr. Pack thanked the Frederick Douglass Honor Society for the wonderful weekend they had organized; from the Arts Council meeting with the sculptor, the gala, the unveiling of the statue on Saturday and the Ecumenical service held at Moton Park on Sunday. He thanked Eric and Harriette Lowery, Pam Black, and all the members of the Frederick Douglass Honor Society for their work on the project. He offered kudos to Parks & Recreation Director, Rick Towle for making use of the Community Center for indoor basketball and rollerskating, and encouraged everyone to visit and use the facility. Following Mr. Hollis' comments, Mr. Pack thanked members of County staff for their assistance prior to, during and following the Frederick Douglass event.

Mr. Hollis - Mr. Hollis echoed Mr. Pack's remarks about the activities honoring Frederick Douglass, and expressed his thanks to the Town of Easton for stepping up and

doing an extraordinary job. Mr. Hollis thanked Rick Towle for his efforts to obtain grant money for the solar panel project at the Community Center, and commended Brian Moore for his efforts to obtain grant funding for a solar heating project at the Talbot County Detention Center. He stated that both projects will result in operational savings for years to come.

Mr. Bartlett - Mr. Bartlett thanked the Town of Easton and echoed his colleagues' remarks regarding the Frederick Douglass Honor Society events, and thanked County staff for their team effort toward preparation of the Courthouse for the event. He stated that, in his opinion, the event was of national significance.

XIV. Upon motion by Ms. Price, seconded by Mr. Pack, the Council voted to adjourn to Executive Session and for discussion of legal, personnel, and real estate matters and to reconvene on Tuesday, July 12, 2011 at 12:30 p.m. for discussion of legal, personnel, and real estate matters, followed by the regularly scheduled meeting at 1:30 p.m. 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 8:30 p.m.

XV. On Tuesday, June 28, 2011 an Executive Session of the Talbot County Council convened at 5:10 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Ms. Price, seconded by Mr. Pack, the Council met in Executive Session by voting 5 - 0 as follows:

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

In accordance with State Article §10-508(a) (1)(i)(3)(4)(5)(7) the purpose of the Executive Session was for discussion of personnel matters to discuss appointments to various County boards and committees; to discuss a personnel matter involving Hog Neck Golf Course; to discuss a personnel matter involving the Board of Appeals; for a legal/real estate matter to obtain legal advice concerning the possible relocation of Memorial Hospital at Easton to County owned property and the timetable for same; for a legal matter to obtain legal advice on establishment of a trust for County funds for Other Post Employment Benefits (OPEB); and for a real estate matter to discuss possible disposal of County property. The meeting recessed at 1:30 p.m. and reconvened at 8:40 p.m. The Executive Session ended at 9:35 p.m.

XVI. Work Session: Maryland State Highway Representatives (SHA) and County Staff on Current and Future Projects for Talbot County – John Craig, County Manager; Ray Clarke, County Engineer; Mike Mertaugh, Roads Engineer; Richard Ball, Roads Superintendent - County staff held a work session with Maryland State Highway Administration (SHA) Representatives Chris Weber, Project Manager, SHA; Christina Minkler, P.E., Transportation Engineer, SHA; Terry Wright, District #2 Engineer, SHA; and Norris Embert, Assistant District #2 Engineer/Construction – Maryland State Highway representatives presented a layout of the U.S. Rt. 50 corridor from the Talbot County line to the Choptank River Bridge and briefed the County staff on current and future projects affecting Talbot County roads, including (1) the installation of

guardrails along the U. S. Rt. 50 corridor as a safety measure. State law requires that guardrails be placed in locations where the median is less than 30 feet wide. Discussion ensued as to possible alternative colors for the guardrail in some locations, reduction in speed limits in some locations as an alternative to guardrail installation; and (2) the site for the proposed relocation of the Memorial Hospital at Easton. County staff and representatives of the Town of Easton expressed concerns that placement of the guardrails at some locations could actually impede safety.

XVII. Work Session: Discussion of new Critical Area Regulations – Bruce Armistead, Esquire; Bill Stagg, Principal – Lane Engineering; Sandy Coyman, Planning Officer, Mary Kay Verdery, Assistant Planning Officer - Mr. Armistead and Mr. Stagg presented their concerns regarding the new Critical Area regulations from their perspectives as an attorney and landscape architect working with property owners or potential property owners within the Critical Area. Mike Menzies, President & CEO of Easton Bank and Trust, presented statistical information on the impact of the regulations from a business perspective. Mr. Stagg requested Council’s consideration to ask staff to “push back” on some of the regulations in hopes that alternatives which provide a more “common sense approach” will be considered by the Critical Area Commission. Council discussion ensued with the community representatives and County staff. County staff will meet with the Council to discuss the matter further at a later date.

The transcript of the June 28, 2011 County Council meeting is available for review in the Office of the County Manager during regular office hours.

CASH STATEMENT 6/21/2011

BALANCE 6/14/2011	\$9,411,524.29
PUBLIC IMPROVEMENT BOND SERIES 2008 PYMNT	(439,775.00)
UHC CLAIMS THRU 6/14/2011	(32,483.03)
SALE&INTEREST OF CD@TALBOT BANK	3,008,313.65
SALE&INTEREST OF CD@TALBOT BANK	3,001,945.28
PNC/MLGIP INVESTMENT	(3,000,000.00)
CLOSE AIP ACCOUNTS AIP29/AIP30	19,730.86
DEPOSITS	347,064.10
CHECKS	(508,016.64)
VOID CHECK NO. 267568	150.00

BALANCE 6/21/2011 **11,808,453.51**

AIRPORT ACCOUNTS

AIP29	BALANCE 6/14/2001	\$ 19,528.29	
TO CLOSE ACCT.	TRANS TO GENFUND	(19,528.29)	-
AIP30	BALANCE 6/14/2011	202.57	
TO CLOSE ACCT.	TRANS TO GENFUND	(202.57)	-
NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS			--
AIP34			16,346.21
AIP-35			37,352.39
AIP36			9,550.98
AIP37			947.86

AIRPORT ACCOUNTS TOTAL BALANCE **\$64,197.44**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
03/29/2011	06/28/11	0.16%	1,500,000.00
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
02/18/2011	12/20/11	0.56%	3,000,000.00
PNC-MLGIP INVESTMENTS TOTAL		0.11%	7,000,000.00
TOTAL INVESTED			<u>\$30,500,000.00</u>
PETTY CASH BALANCE			<u>\$6,800.00</u>
GRAND TOTAL ALL FUNDS			<u>\$42,379,450.95</u>

CASH STATEMENT 6/28/2011

<u>BALANCE 6/21/2011</u>	\$11,808,453.51
UHC CLAIMS THRU 6/21/2011	(57,203.06)
RONB QTRLY BOND PAYMENT	(9,478.60)
POSTAGE WIRE	(3,000.00)
STATE BOARD OF ELECTIONS BAL DUE THRU 6/22/2011	(45,535.70)
PAYROLL-FD/SS/MS WH 6/24/2011	(104,806.80)
SECU DED	(9,035.01)
DEFERRED COMP DED	(12,270.22)
MD WH	(28,803.51)
PENSION DED	(20,892.10)
ACH TRANSFER	(10,958.00)
FLEX SPENDING ACCT	(2,358.84)
DEPOSITS	329,083.41
CHECKS	(646,860.25)
VOID CHECK NO. 269406	2,000.00
BALANCE 6/28/2011	<u>11,188,334.83</u>
<u>AIRPORT ACCOUNTS</u>	
NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP34	16,346.21
AIP-35	37,352.39
AIP36	9,550.98
AIP37	947.86
AIRPORT ACCOUNTS TOTAL BALANCE	<u>\$64,197.44</u>

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
03/29/2011	06/28/11	0.16%	1,500,000.00
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
02/18/2011	12/20/11	0.56%	3,000,000.00
PNC-MLGIP INVESTMENTS TOTAL		0.10%	7,000,000.00
TOTAL INVESTED			<u>\$30,500,000.00</u>
PETTY CASH BALANCE			<u>\$6,800.00</u>
GRAND TOTAL ALL FUNDS			<u>\$41,759,332.27</u>