



TALBOT COUNTY, MARYLAND

County Council

MINUTES

May 12, 2015

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

- I. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, May 12, 2015.
- II. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, May 12, 2015.
- III. Recognition of Roads Department Personnel – Prior to Council’s presentation of a Certificate of Recognition to Roads Department Personnel, Council members expressed their appreciation to the Roads Department for their efforts to keep the roads safe for County citizens in oftentimes adverse weather conditions, and for doing so in a professional, customer-friendly manner. Warren Edwards, Roads Supervisor, thanked the Council for their support, stating that the Roads Department staff is grateful to know that they are appreciated. Mr. Edwards also expressed his appreciation to local farmers who assist the Roads Department when needed, particularly during periods of heavy snowfall; he then introduced those individuals from the Roads Department who were in attendance. The Clerk read the Certificate of Recognition into the record which recognized the hard work and long hours required to keep County roads safe for travel. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the Certificate by voting 4 – 0 as follows:

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

Mr. Bartlett presented the Certificate of Recognition to Mr. Edwards and members of the Roads Department staff in attendance.

- IV. Presentation of Proclamation – May as Mental Health Month in Talbot County – The Clerk read a proclamation into the record in recognition of May 2015 as Mental Health Month in Talbot County. The proclamation emphasized the need to raise an awareness of, and the need for treatment of, mental health disorders, so that the individuals affected can recover and lead full, productive lives. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the proclamation by voting 4 – 0 as follows:

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

Ms. Williams presented the Proclamation to Holly Ireland, of Mid-Shore Mental Health Systems, Inc., who accepted on behalf of Jackie Davis of the Mental Health Association in Talbot County, and those organizations which serve individuals with mental health disorders in Talbot County.

- V. Presentation of Mid-Shore Mental Health Systems, Inc.’s Community Mental Health Plan – Holly Ireland, Executive Director, Mid-Shore Mental Health Systems, Inc. – Ms. Ireland briefed the Council on the mission and vision of Mid-Shore Mental Health Systems, Inc. (MSMHS), which is responsible for managing the regional public mental health services for Caroline, Dorchester, Kent, Queen Anne’s and Talbot counties, and provided information on sources of funding for the provision of services. Ms. Ireland stated that approximately 90% of funding for MSMHS is grant funding awarded by the State of Maryland Department of Health and Mental Hygiene or by the federal government. She stated that although funding decreased for some programs in FY 2015, the Mid-Shore Region received an overall increase in funding of 1.83% as a result of the transfer of Department of Housing and Urban Development grant funding previously administered by Crossroads Community in Centreville to MSMHS. Council discussion with Ms. Ireland ensued regarding the various aspects of the provision of public mental health services in the five-county area; she also briefed the Council on new State regulations affecting the provision of mental health services in Maryland. Following the presentation, Ms. Ireland requested Council approval of a Letter of Agreement designating MSMHS as the Core Service Agency with regard to participating counties’ responsibilities for the management of the public health system; no County funding is required. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the Letter of Agreement as presented by voting 4 – 0 as follows:

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

- VI. Introduction of Administrative Resolution:

A RESOLUTION OF TALBOT COUNTY, MARYLAND (THE “COUNTY”), AUTHORIZING THE ISSUANCE AND SALE OF NINETEEN MILLION FIVE HUNDRED THOUSAND DOLLARS (\$19,500,000) MAXIMUM PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS UNDER THE PROVISIONS OF 10-203 OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND (2013 REPLACEMENT VOLUME, AS AMENDED) (THE “ENABLING ACT”), SECTION 19-207 OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND (2015 REPLACEMENT VOLUME, AS AMENDED) (THE “REFUNDING ACT”), SECTION 623 OF THE CHARTER OF TALBOT COUNTY, MARYLAND (THE “CHARTER”) AND IN ACCORDANCE WITH A PUBLIC LOCAL LAW ENACTED BY THE COUNTY COUNCIL OF TALBOT COUNTY ON MARCH 10, 2015 (“BILL NO. 1299”), SAID BONDS TO BE DESIGNATED “TALBOT COUNTY PUBLIC IMPROVEMENT REFUNDING BONDS, SERIES 2015”, THE NET PROCEEDS OF THE SALE THEREOF TO BE USED AND APPLIED FOR THE PUBLIC PURPOSES DESCRIBED HEREIN; PRESCRIBING THE FORM AND TENOR OF THE BONDS AND THE TERMS AND CONDITIONS FOR THE ISSUANCE AND SALE THEREOF AT PUBLIC SALE, INCLUDING THE FORM OF THE NOTICE OF SALE; PRESCRIBING THE TERMS AND CONDITIONS OF THE BONDS AND ALL OTHER DETAILS INCIDENT TO THE ISSUANCE, SALE AND DELIVERY OF THE BONDS; PROVIDING FOR THE DISBURSEMENT OF THE PROCEEDS OF THE BONDS; AUTHORIZING THE PREPARATION AND DISTRIBUTION OF A PRELIMINARY AND FINAL OFFICIAL STATEMENT IN CONNECTION WITH THE SALE OF THE BONDS; PROVIDING FOR THE LEVY AND COLLECTION OF ANY TAXES NECESSARY FOR THE PROMPT PAYMENT OF THE MATURING PRINCIPAL OF AND INTEREST ON THE BONDS, AND PROVIDING THAT THE FULL FAITH AND CREDIT AND TAXING POWER OF TALBOT

COUNTY, MARYLAND SHALL BE PLEDGED TO THE PAYMENT OF SUCH PRINCIPAL AND INTEREST, SUBJECT TO THE LIMITATION ON THE TAX LEVY SET OUT IN SECTION 614 OF THE CHARTER OF TALBOT COUNTY; AND GENERALLY RELATING TO THE ISSUANCE, SALE, DELIVERY AND PAYMENT OF THE BONDS was read into the record by the Clerk and brought forward for introduction. Prior to introduction, Finance Director, Angela Lane, stated that the administrative resolution is the final component of legislation required for the refunding of existing bonds as outlined in Bill No. 1299. She stated that the administrative resolution outlines the form and term of the bonds as well as other information required for the bond refunding; as of this date, the bonds are scheduled for sale in mid-June so that the County can take advantage of lower interest rates. The Administrative Resolution was then introduced by Mr. Bartlett, Mr. Callahan, Mr. Pack, and Ms. Williams. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, Council approved the Administrative Resolution by voting 4 – 0 as follows:

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

VII. Eligible for Vote:

Resolution No. 219, A RESOLUTION TO AMEND THE TALBOT COUNTY COMPREHENSIVE WATER AND SEWER PLAN TO ADD A NEW CAPITAL PROJECT FOR THE INSTALLATION OF A SCREW PRESS TO UPGRADE THE REGION II (ST. MICHAELS) WASTEWATER TREATMENT PLANT was read into the record by the Clerk and brought forward for vote. Prior to the vote, County Engineer, Ray Clarke, stated that the Planning Commission and the Public Works Advisory Boards, at their meetings on Wednesday, May 6, 2015, voted 4 – 0 and 5 – 0, respectively, to recommend that the Council adopt Resolution No. 219. The Council approved Resolution No. 219 by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye (via absentee ballot)
Mr. Callahan – Aye

The resolution is required to be adopted as a condition of the pre-application process with the Maryland Department of the Environment Water Quality Finance Administration Grant and Revolving Loan Financing Program before the County can include the project in its Capital Project listing. Resolution No. 219 is effective immediately.

Resolution No. 220, A RESOLUTION TO AMEND THE TALBOT COUNTY COMPREHENSIVE WATER AND SEWER PLAN TO ADD A NEW CAPITAL PROJECT TO UPGRADE THE REGION V (TILGHMAN) WASTEWATER TREATMENT PLANT WITH ENHANCED NUTRIENT REMOVAL TECHNOLOGY was read into the record and brought forward for vote. Prior to the vote, County Engineer, Ray Clarke, stated that the Planning Commission and the Public Works Advisory Boards, at their meetings on Wednesday, May 6, 2015, voted 4 – 0 and 5 – 0 respectively, to recommend that the Council adopt Resolution No. 220. The Council approved Resolution No. 220 by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye (via absentee ballot)
Mr. Callahan – Aye

The resolution is required to be adopted as a condition of the pre-application process with the Maryland Department of the Environment Water Quality Finance Administration Grant and Revolving Loan Financing Program before the County can include the project in its Capital Project listing. Resolution No. 220 is effective immediately.

Bill No. 1302, A BILL TO AMEND BILL NO. 1261 THE 2014-2015 ANNUAL BUDGET AND APPROPRIATION ORDINANCE TO AMEND THE CURRENT EXPENSE BUDGET THROUGH FOURTH QUARTER TRANSFERS AND SUPPLEMENTARY APPROPRIATIONS was read into the record by the Clerk and brought forward for vote. Prior to the vote, Finance Director, Angela Lane, stated that transfers between agencies of County government, and within the same fund, may only be made during the last quarter of the fiscal year upon recommendation of the County Manager and with the approval of the County Council; if approved, Bill No. 1302 will not change the total amount of the General Fund Budget, only how the funding is distributed. The Council approved Bill No. 1302 by voting 5 – 0 as follows:

Mr. Pack – Aye
Ms. Williams – Aye
Mr. Bartlett – Aye
Ms. Price – Aye (via absentee ballot)
Mr. Callahan – Aye

Bill No. 1302 is effective immediately.

VIII. County Manager's Report:

A. Request from Information Technology – Requested Council approval of the recommendation of the Director of Information Technology to purchase a new phone system from the County's current provider, NEC, in the sum of \$224,947.78. Mr. Hollis stated that NEC has a contract with the State of Maryland, and by utilizing NEC, the County will be able to use its existing license and realize a cost savings. Upon motion by Mr. Callahan, seconded by Mr. Bartlett, the Council approved the purchase by voting 4 – 0 as follows:

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

B. Bid No. 15-15, TALBOT COUNTY ROADS - CULVERT EVALUATIONS - ENGINEERING SERVICES – Requested Council approval of the recommendation of County Engineer, Ray Clarke, to award Bid No. 15-15 to the low bidder, Bayland Consultants & Designers, Inc., in the sum of \$19,508.97. Council discussion ensued with Mr. Clarke regarding the range of prices submitted for the 11 bids received. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the award by voting 4 – 0 as follows:

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

C. Bid No. 15-16, TALBOT COUNTY ROADS - GOLDSBOROUGH NECK ROAD CULVERT REPLACEMENT – Requested Council approval of the recommendation of County Engineer, Ray Clarke, to award Bid No. 15-16 to the low bidder, David A. Bramble,

Inc., in the sum of \$148,700.00. Council discussion ensued with Mr. Clarke as to the scope of work for, and timeframe for completion of, the project. Mr. Clarke stated that the public will be notified of road closures by means of Vehicle Message Signs (VMSs) and a targeted Reverse 9-1-1 message to residents in the immediate area. Upon motion by Mr. Callahan, seconded by Mr. Bartlett, the Council approved the award by voting 4 – 0 as follows:

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

- D. Bid No. 15-07, FENCING IMPROVEMENTS – TALBOT COUNTY COMMUNITY CENTER – 10028 OCEAN GATEWAY - EASTON – TALBOT COUNTY, MARYLAND – Requested Council approval of the recommendation of the Director of Parks & Recreation, Preston Peper, to award Bid No. 15-07 to the low bidder Abel Fence, LLC, in the sum of \$29,700; cost of the project is 90% reimbursable from Program Open Space funding. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the award by voting 4 – 0 as follows:

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

- E. Request from Talbot County Roads Department – Requested Council approval to have the Roads Department purchase an asphalt recycler and hot box trailer by piggybacking on a current NJPA price quote of \$35,752 to Falcon Asphalt Repair Equipment. Mr. Hollis stated that \$40,000 had been allocated in the FY2015 Budget for purchase of said equipment. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the purchase by voting 4 – 0 as follows:

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

- F. County Offices Closed – Mr. Hollis stated that County offices will be closed on Monday, May 25, 2015 in commemoration of the Memorial Day holiday.

IX. Council Comments:

Mr. Bartlett – No comments.

Ms. Williams – No comments.

Mr. Callahan – No comments.

Mr. Pack – No comments.

- X. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters; to reconvene at 3:30 p.m. in the Bradley Meeting Room for final deliberations on the FY 2015-2016 Budget; and to reconvene on Tuesday, May 26, 2015 at 5:00 p.m. in Executive Session for discussion of legal, personnel, and real estate matters, and for the regularly scheduled meeting at 6:00 p.m. by voting - 0 as follows:

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

The meeting adjourned at 2:40 p.m.

The transcript of the May 12, 2015 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XI. On Tuesday, May 12, 2015, an Executive Session of the Talbot County Council convened at 12:35 p.m. in the Bradley Meeting Room and the County Council Conference Room. Upon motion by Ms. Price, seconded by Mr. Bartlett, 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)(4)(7) the purpose of the Executive Session was for personnel matters to discuss filling the vacancy for the Talbot County Health Officer; to discuss filling the vacancy for the Director of the Department of Emergency Services; and to discuss personnel matters in the State’s Attorney’s Office; Election Board and Economic Development; for legal/real estate matters for legal advice concerning possible relocation of Memorial Hospital at Easton to County owned property and the timetable for same; and for a real estate matter to discuss the possible disposition of County property. The Executive Session recessed at 1:30 p.m. and reconvened at 2:55 p.m. The Executive Session ended at 3:30 p.m.

- XII. Work Session on Draft Comprehensive Plan – Mary Kay Verdery, Planning Officer; Martin Sokolich, Long Range Planner; Jeremy Rothwell, Planner - The County Council convened for a work session with staff on Thursday, May 7, 2015 at 3:00 p.m. in the Wye Oak Room at the Talbot County Community Center to continue review of *Chapter 9, Community Design and Appearance*, and to review *Chapter 6, Natural Resource Conservation*, of the Draft Comprehensive Plan as recommended by the Talbot County Planning Commission. Council discussion ensued with staff regarding design and density, particularly in the county’s villages, as well as guidelines for extension of sewer to failing septic systems in several specific villages. At the work session on Monday, May 4, 2015, Martin Sokolich had stated that the implementation of design and subdivision standards is intended to preserve and enhance the appearance and rural character of the county. Chapter 6 was then brought forward for review. Mr. Sokolich stated that the majority of the visions outlined in Chapter 6 were also outlined in the 2005 Comprehensive Plan: ensuring a safe and adequate water supply, providing adequate amounts of wastewater treatment capacity, and establishing and enforcing programs and regulations which ensure the preservation of our natural resources while allowing for moderate planned growth and development. Council discussion ensued with staff as various topics in Chapters 9 and 6 were brought forward and Council requested that staff add,

delete, or change wording within the topics for further consideration and vote. Due to time constraints, review of the remainder of Chapter 6 will take place at a date yet to be determined.

CASH STATEMENT 5/12/2015

BALANCE 5/5/2015		\$19,653,916.39	
RETIREE GIFT CHECKS/BALL		(253.75)	
BANK CHARGES 4/2015		(2,482.64)	
INTEREST ON ACCTS 4/2015		4,811.69	
GOLF EQUIPMENT LEASE 4/2015		(4,222.00)	
AIRPORT SEWER LOAN 5/2015		(1,304.00)	
INTEGRA 5/2015		(17,121.60)	
STATE ADMIN BOARD OF ELECTIONS PPE 4/14/2015		(8,595.67)	
UHC CLAIMS THRU 5/5/2015		(41,065.28)	
UTMC QTRLY BOND PAYMENT		(2,833.00)	
STATE REPORT 4/2015		(35,215.22)	
PAYROLL – FLEX SPENDING ACCOUNT 5/1/2015		(193.34)	
PAYROLL – FD/SS/MS WH 5/8/2015		(128,901.96)	
SECU DED		(5,928.89)	
DEFERRED COMP DED		(10,269.87)	
MD WH		(32,086.07)	
PENSION DED		(31,737.09)	
ACH TRANSFER		(11,933.81)	
FLEX SPENDING ACCT		(3,016.55)	
DEPOSITS		1,045,449.51	
CHECKS		(1,152,322.52)	
VOID CHECK NO. 299138		16,162.36	
BALANCE 5/12/2015		<u>19,230,856.69</u>	
<u>AIRPORT ACCOUNTS</u>			
AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--	
AIP37		16,762.37	
AIP39		73,794.25	
AIP40		27,036.21	
AIP41		48,989.25	
AIRPORT ACCOUNTS TOTAL BALANCE		<u>166,582.08</u>	
INVESTMENTS – CERTIFICATES OF DEPOSIT			
<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.06%	18,000,000.00
TOTAL INVESTED			<u>\$18,000,000.00</u>
PETTY CASH BALANCE			<u>\$8,570.00</u>
GRAND TOTAL ALL FUNDS			<u>\$37,406,008.77</u>

