



# Talbot County, Maryland



Easton, Maryland

## MINUTES

November 8, 2011

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

- I. Agenda – The Agenda of November 8, 2011 was approved upon motion by Mr. Pack, seconded by Mr. Hollis, with the Council voting 4– 0 as follows:

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

- II. Minutes – Minutes of October 25, 2011 were approved upon motion by Mr. Pack, seconded by Mr. Hollis, with the Council voting 4 - 0 as follows:

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

- III. Disbursements – Disbursements of November 1, 2011 and November 8, 2011 were approved upon motion by Ms. Price, seconded by Mr. Pack, with the Council voting 4 – 0 as follows:

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

- IV. Proclamation: National Home Care and Hospice Month – November 2011 – The Clerk read a proclamation into the record in recognition of the vital services the dedicated professionals of home health care and hospice organizations provide to aged, disabled and infirmed individuals. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the Proclamation by voting 4 – 0 as follows:

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

Ms. Price presented the proclamation to Rita Holley, Director of Shore Home Care & Hospice, who accepted on behalf of her organization.

- V. Proclamation: American Diabetes Month<sup>®</sup> - November 2011 – The Clerk read a proclamation into the record in recognition of diabetes, a serious, life-threatening disease affecting 26 million people in the United States. The proclamation encouraged everyone to participate in the Stop Diabetes<sup>®</sup> movement in

order to change the future of the deadly disease. Upon motion by Ms. Price, seconded by Mr. Pack, the Council approved the Proclamation by voting 4 – 0 as follows:

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

Mr. Hollis presented the Proclamation to Deborah Blood, Certified Educator, Shore Health System, Inc., who accepted on behalf of the American Diabetes Association.

- VI. Presentation of Talbot County Board of Education *Bridge to Excellence* Master Plan Update – Dr. Karen Salmon, Superintendent, Talbot County Public Schools; Dr. Pamela Heaston, Assistant Superintendent for Instruction, Talbot County Public Schools – Prior to the presentation, the Council congratulated Dr. Salmon on having been selected Superintendent of the Year in Maryland by the Public School Superintendents Association of Maryland. Dr. Salmon and Dr. Heaston provided a PowerPoint presentation as an overview of information contained in the 2011 *Bridge to Excellence* Master Plan Update for Talbot County Public Schools for the school year 2010-2011. The Master Plan Update included student body demographic information on Talbot County’s 4,504 students; 35%, or 1,587 of which received free or reduced priced meals; 8.5% of which received special education services and 4% were identified as being “limited English proficient.” She provided historical data on a rise in scores for kindergarten readiness, attributing the increase in scores since 2001 to greater participation in accredited Pre-K programs and the use of a Talbot Family Network grant to provide universal Pre-K to all students who wished to participate. Dr. Heaston and Dr. Salmon then summarized the standardized testing progress of Talbot County students for the 2010-2011 school year. Council discussion ensued as to specific data included in the Plan. Dr. Salmon expressed concern that unless resources are restored in the next fiscal year and/or there is no federal regulatory relief in the No Child Left Behind program, the Talbot County Public School System will not meet Annual Yearly Progress (AYP) at all three levels (elementary, middle and high school) and would be a “school system in improvement” in 2012; the No Child Left Behind program requires 100% proficiency in math and reading. Council discussion ensued.
- VII. Presentation of FY2013 Talbot County Public Schools Capital Improvement Program (CIP) – Kelly Griffith, Assistant Superintendent for Administrative Services, Talbot County Public Schools; Charles Connolly, Director of Finance, Talbot County Public Schools – Ms. Griffith briefed the Council on current and future projects for FY2013. She stated that the Easton Elementary – Dobson campus will be the location of a new Head Start addition. She stated that the 5,700 square foot addition, costing approximately \$1.9 million, will comprise three classrooms for three-year olds, and office space; the addition is being funded through Head Start Shore Up! and State grants; there is no cost for the addition to the County or the Board of Education; the contract is anticipated to be signed by December 2011. Ms. Griffith also reported that construction of the White Marsh Elementary School playground is complete. She stated that the Educational Facilities Master Plan for next year will include roof replacement projects at Easton Elementary – Moton Building and St. Michaels Elementary and Middle-High School; the roof warranties at both locations have expired. There were no changes to the Plan as presented.
- VIII. Council Discussion of PlanMaryland – Prior to discussion of PlanMaryland (the “Plan”), the Council requested that Sandy Coyman, Planning Officer, provide a brief synopsis of the purpose and goals of the Plan, the State of Maryland’s proposed land use plan for development as called for in the State’s Land Use Act of 1974. PlanMaryland expresses the State’s goals and objectives for (1) assessing current state investments and actions affecting land use and development; (2) delineating future land use categories; (3) developing implementation strategies to achieve the Plan’s goals and objectives, and (4) managing and tracking the Plan’s implementation. Mr. Coyman stated that the draft Plan, developed by the Maryland

Department of Planning, is now the subject of a series of public information meetings. He stated that his office had presented the Council with the comments of the Planning Office and the Planning Commission, the personal comments of Planning Commission member Thomas Hughes, and comments from Maryland Association of Counties (MACo). He stated that the purpose of the Plan is to provide policy direction for the State agencies to better coordinate and focus on the future goals of the State as outlined in the Plan. Council discussion of the Plan ensued with Mr. Coyman, particularly with regard to present and future Priority Funding Areas and the Plan's compatibility with Talbot County's Comprehensive Plan and the comprehensive plans of other Maryland jurisdictions. Several Council members expressed concern that PlanMaryland would allow the State to usurp the authority of local jurisdictions with regard to land use designations if they choose to do so. Upon motion by Mr. Hollis, seconded by Mr. Pack, the Council approved accepting the written recommendation of the Planning staff and Planning Commission, incorporating the Maryland Association of Counties representations, the verbal comments added by Mr. Coyman, and replacing the word "*intended*" with the word "*existing*" in Item 16 (b) of Planning Staff's PlanMaryland Comments to the Talbot County Council dated October 21, 2011 to read: "Allow investment in public facilities located outside Priority Funding Areas that serve *existing* growth areas, which such facilities by their physical properties (roads, water and sewer lines) may need to located outside Priority Funding Areas," by voting 4 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis – Aye

Mr. Pack – Aye

Ms. Price - Aye

Upon incorporation of the comments into a letter to the State, Planning staff will redistribute to the Council for final approval.

IX. Introduction of Legislation:

AN ORDINANCE TO REPEAL AND REENACT CHAPTER 11, ALCOHOLIC BEVERAGES, TALBOT COUNTY CODE, TO ELIMINATE THE EXISTING CLASS "F" LICENSE CLASSIFICATION AND REPLACE IT WITH CLASS "B-R" AND CLASS "F-A" LICENSE CLASSIFICATIONS; TO PROVIDE THAT ALL EXISTING HOTELS AND RESTAURANTS HOLDING AN ALCOHOLIC BEVERAGE LICENSE SHALL BE ENTITLED TO RECEIVE A CATERER'S ENDORSEMENT BY APPLYING FOR SAME, UNLESS THEY AFFIRMATIVELY DECLINE TO DO SO, TO REQUIRE SUPERMARKETS OR CHAIN STORES THAT APPLY FOR A CLASS "A" (OFF-SALE, BEER AND LIGHT WINE LICENSE), AFTER THE EFFECTIVE DATE OF THIS ORDINANCE TO OFFER ALCOHOLIC BEVERAGES FOR SALE ONLY IN A SEPARATE AREA DIVIDED FROM THE MAIN STORE BY A WALL OR PARTITION, TO GRANDFATHER EXISTING SUPERMARKETS AND CHAIN STORES FROM HAVING TO COMPLY WITH THIS REQUIREMENT, TO GRANDFATHER EXISTING CLASS E LICENSES (OFF-SALE, BEER, WINE, AND LIQUOR), EXCEPT FOR PHARMACIES, FROM THE PROVISIONS OF THIS ORDINANCE AND PROHIBIT ISSUANCE OF NEW CLASS E LICENSES EXCEPT TO ALCOHOL DISPENSARIES ONLY, TO ALLOW EXISTING PHARMACIES HOLDING A CLASS E LICENSE TO RENEW SUCH LICENSE FOR ONE RENEWAL PERIOD, AND THEREAFTER TO DISALLOW CONTINUED RETAIL SALE OF LIQUOR AND ALLOW ANY SUCH PHARMACY TO CHANGE ITS LICENSE CLASSIFICATION TO A CLASS A LICENSE, (OFF-SALE, BEER AND LIGHT WINE), AT THE EXISTING LOCATION AND RENEW IT, TO PROHIBIT NEW ALCOHOLIC BEVERAGE LICENSES TO BE ISSUED TO PHARMACIES, TO GRANDFATHER EXISTING GAS STATIONS WITH CLASS A LICENSES AND PROHIBIT NEW OFF-SALE LICENSES TO GAS STATIONS, TO REQUIRE CLASS D LICENSES, ON-AND-OFF SALE, MARINAS, TO OFFER ON-PREMISES CONSUMPTION OF ALCOHOLIC BEVERAGES ONLY IN CAFÉS, TO ESTABLISH A MARKET-TEST FORMULA

FOR ISSUANCE OF NEW OFF-SALE LICENSES TO CLARIFY ACCOMMODATION OF THE PUBLIC AND TO PERMIT ISSUANCE OF A NEW OFF-SALE ALCOHOLIC BEVERAGE LICENSE WHEN THE TOTAL POPULATION WITHIN THE SERVICE AREA EQUALS OR EXCEEDS 750 PERSONS, TO ENACT NEW DEFINITIONS FOR “ALCOHOL DISPENSARIES” “CAFÉS” AND “GAS STATIONS,” AND GENERALLY CONCERNING THE RETAIL SALE OF ALCOHOLIC BEVERAGES IN TALBOT COUNTY, AND PROVIDING THAT THIS TITLE SHALL BE A FAIR SUMMARY HEREOF was brought forward for introduction and read into the record by the Clerk. Upon motion by Mr. Pack, and unanimous consent of the Council, a full reading of the bill was waived. Mr. Pullen briefed the Council on the provisions contained in the legislation and Council members expressed their appreciation to the Work Group on the Rewrite of Talbot County Alcoholic Beverages Ordinance (Liquor Code) for their time and effort. The legislation was introduced by Mr. Bartlett, Mr. Hollis and Mr. Pack as Bill No. 1212. A public hearing was scheduled for Tuesday, December 6, 2011 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601. Tuesday, December 6, 2011, was designated as a Special Legislative Day.

- X. Council Discussion of Resolution No. 189, A RESOLUTION TO ADOPT A REDISTRICTING PLAN FOR TALBOT COUNTY BOARD OF EDUCATION ELECTION DISTRICTS PURSUANT TO EDUCATION ARTICLE § 3-12A-01, MD. ANN. CODE was brought forward. Mark Cohoon, GIS Manager, stated that during verification of the numbers for the Board of Education redistricting maps, an error had been discovered in the calculation of the percentage of minorities within the eight (8) proposed minority districts presented to the Redistricting Commission. He stated that the Hispanic population was mistakenly double counted in both the minority and white population numbers, the end result is that the proposed majority minority district, District 1 – Option 2, the more compact majority minority district which was recommended by the Redistricting Commission and subsequently introduced, initially had 52.1% minority population; the actual percentage should have been 56.1%. When recalculated, the minority population for the proposed majority minority District 1 – Option 1, the more elongated majority minority district which was not recommended by the Redistricting Commission, initially had a minority population of 54.7% ; the actual percentage should have been 58.3%. Mr. Craig stated that for the past four years, the majority minority district has had a 55% minority, 45% white population and that both of the options for the revised District 1 are above 55%. Ms. Price stated that, in her opinion, the Commission had spent the majority of its time on District 1, and had operated under the assumption that no sitting member would be districted out; however, that proved to not be the case with the Districts as presented. Council discussion ensued, including the possibility of returning the matter to the Commission. Mr. Pullen advised that the Redistricting Commission has completed its work, has made its recommendation, and is no longer legally constituted to convene. Ms. Price offered an amendment to Resolution No. 189 which would revise the boundaries of Districts 2, 3 and 4 the districts as recommended by the Commission in order to improve the target numbers in two of the three districts; she then asked for Council’s consideration to postpone the vote until Mr. Duncan’s return. The Council voted to not approve the amendment by voting 1-3 as follows:

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

Upon the recommendation of Mr. Pullen and Patti Mitchell, Supervisor of Elections for Talbot County, Mr. Pack made a motion to renumber the districts so that they are more consistent with the current numbering of the districts. The Council approved the amendment by voting 4 – 0 as follows:

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

XI. Eligible for Vote:

Resolution No. 189, A RESOLUTION TO ADOPT A REDISTRICTING PLAN FOR TALBOT COUNTY BOARD OF EDUCATION ELECTION DISTRICTS PURSUANT TO EDUCATION ARTICLE § 3- 12A-01, MD. ANN. CODE, as amended to renumber the districts, was brought forward for vote. The Council approved Resolution No. 189, as amended, by voting 5 – 0 as follows:

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

Mr. Pullen stated that, in his opinion, Mr. Duncan’s absentee ballot was valid as changing the numbering of the districts was a non-substantive change.

Resolution No. 189, as amended to renumber the districts, is effective immediately.

XII. County Manager’s Report:

A. Talbot County Adult Public Guardianship Review Board – Requested Council approval for the appointment of Dr. Robert Blatchley to a three-year term on the Talbot County Adult Public Guardianship Review Board; said term will expire on January 1, 2013. 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  
Ms. Price – Aye

B. Talbot County Drug and Alcohol Abuse Council – Requested Council approval for the appointment of James Carter to the Talbot County Drug and Alcohol Abuse Council as a citizen representative; said term will complete the unexpired term of David Kleinke and will expire July 1, 2013. 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  
Ms. Price – Aye

C. Talbot County Commission on the Aging – Requested Council approval for the appointment of Linda Evans to the Talbot County Commission on the Aging to complete the unexpired term of Rev. Timothy Jahn; said term will expire April 1, 2012. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the appointment by voting 4 – 0 as follows:

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

- D. Talbot County Blue Ribbon Commission on Critical Area Buffer Regulations – Requested Council approval of the following individuals to the Talbot County Blue Ribbon Commission on Critical Area Buffer Regulations: Bill Stagg; Gene Slear; Schuyler Benson; Tim Wyman; Alexa Seip; Scott Beatty; Ed Heikes; Pam Gardner; Bruce Armistead; Mike Mielke; Bill Boicourt (in his capacity as a scientist). Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the appointments by voting 4– 0 as follows:

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

- E. Bid No. 11-19, REQUEST FOR PROPOSALS FOR WORKERS' COMPENSATION INSURANCE AND EMPLOYERS' LIABILITY INSURANCE – TALBOT COUNTY, MARYLAND – Requested Council approval of the Director of Administrative Service's recommendation to award Bid No. 11-19 to the second lowest bidder, German, Hersloff & Swanson, Inc. in the sum of \$299,522 on an annual basis; said award is for the six month period from January 1, 2012 through June 30, 2012, the remainder of the County's FY2012 fiscal year. Mr. Craig stated that the County is anticipated to save approximately \$55,000 during that timeframe. Bids for FY 2013 Workers' Compensation services will be solicited at a later date. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the award by voting 4 – 0 as follows:

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

- F. Computer Replacement Purchase – Requested Council approval to purchase 35 replacement computers in the sum of \$36,666.00; said computers will replace computers ranging in age from seven to nine years old; requested Council approval to purchase a new webpage server in the sum of \$2,765.76 to replace the current webpage server which is five years old; total cost of replacement computers and webpage server in the sum of \$39,431.76 to come from contingency funding which the County Manager certified is available. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the replacement purchase by voting 4 – 0 as follows:

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

- G. 2011 Clean Water Week – Alan Girard, Senior Land Use Policy Manager, Chesapeake Bay Foundation; Beth Ann Lynch, Dorchester Citizens for Planned Growth – Mr. Girard briefed the Council on upcoming events related to the recognition of 2011 Clean Water Week, November 14– 18, 2011. He stated that the purpose of Clean Water Week is to educate the public on the importance of having clean water. He stated that the federal government is now operating under a Consent Order to implement its

own guidelines passed in 1972 under the Clean Water Act; recent Environmental Protection Agency mandates are the federal government's attempt to help insure that the 1972 goals are met. Mr. Girard invited Council members to participate in the Clean Water Week events.

- H. National Emergency Alert System Test – Mr. Craig stated that there would be a test of the National Emergency Alert System on Wednesday, November 9, 2011 at 2:00 p.m.; all radio and television stations in the nation would be participating in the test.
- I. Maryland You Are Beautiful Ceremony – Mr. Craig stated that the County would be hosting the 2011 Maryland You Are Beautiful Ceremony following the Council meeting at 5:30 p.m. at the Easton High School Cafeteria; the purpose of the program is to recognize Talbot County citizens who volunteer for various organizations throughout the County.
- J. Veterans Day Holiday – Mr. Craig stated that County offices would be closed on Friday, November 11, 2011 for observance of Veterans Day.

XIII. Council Comments:

Mr. Hollis - No comments.

Mr. Pack - Mr. Pack thanked all veterans for their service, and their families and loved ones.

Ms. Price - Ms. Price stated that she, Mr. Hollis and Mr. Duncan had attended the flag raising ceremony at the Rural Life Museum in Trappe on Saturday, November 5, 2011. She offered condolences to the family of J.C. Palmatary who recently passed away. Mr. Palmatary had been a former member of the Easton High School NJROTC.

Mr. Bartlett - Mr. Bartlett thanked Easton High School for hosting the Veterans Day Ceremony earlier in the day. He stated that the ceremony featured members from each branch of the Armed Forces, the school band playing the song for each Armed Forces branch, and tributes to fallen soldiers, including the Tomb of the Unknown Soldier. He stated that the ceremony was, in his opinion, very moving, and congratulated all those who had taken part.

- XIV. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved Tuesday, December 6, 2011 as a Special Legislative Day by voting 4 – 0 as follows:

Mr. Bartlett – Aye

Mr. Hollis – Aye

Mr. Pack – Aye

Ms. Price – Aye

Mr. Bartlett stated that the Tuesday, December 13, 2011 Council meeting will be an evening meeting; the meeting will begin at 6:00 p.m. Council meetings will not be held on Tuesday, December 20, 2011 and Tuesday, December 27, 2011.

- XV. 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, to reconvene at 5:30 p.m. at the Easton High School Cafeteria for the Maryland You Are Beautiful Ceremony, and to reconvene on Tuesday, November 22, 2011 at 5:00 p.m. in Executive Session for discussion of legal, personnel and real estate matters and at 6:00 p.m. for the regularly scheduled meeting by voting 4 – 0 as follows:

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

The meeting adjourned at 4:20 p.m.

- XVI. On Tuesday, November 8, 2011 an Executive Session of the Talbot County Council convened at 12:40 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council met in Executive Session by voting 4-0 as follows:

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

In accordance with State Article §10-508(a)(1)(i)(4)(7) the purpose of the Executive Session was for discussion of a legal matter for legal advice regarding cable franchise negotiations; 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; and for a personnel matter to discuss appointments to various County boards and committees and the hiring of a new Golf Professional. The meeting recessed at 1:30 p.m. and reconvened at 4:35 p.m. The Executive Session ended at 5:05 p.m.

The transcript of the November 8, 2011 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XVII. Work Session: Discussion on Watershed Implementation Plans (WIPs) and Total Maximum Daily Loads (TMDLs) as Mandated by the Clean Water Act - Sandy Coyman, Planning Officer; Ray Clarke, County Engineer – The County Council held a work session with staff on Tuesday, November 1, 2011 at 5:00 p.m. in the Bradley Meeting Room. Mr. Coyman briefed the Council on the responsibilities and deadlines associated with the submission of planning documents to the State for Total Maximum Daily Loads (TMDLs) and Watershed Improvement Plans (WIPs). Mr. Coyman stated that while the entire process remains in flux at the State level, local jurisdictions have now been given the more realistic timeframe of July 2, 2012 for submission of their plans; the previous timeframe was mid-November 2011. Mr. Coyman advised that the State's date for submittal of its WIP to the Environmental Protection Agency (EPA) remains December 31, 2011; local jurisdictions will adopt WIPs to formally send to the State; the State is ultimately responsible for complying with framework as outlined by the EPA. Mr. Coyman provided a PowerPoint presentation which utilized the Maryland Assessment Scenario Tool (MAST) to depict current TMDL nitrogen loads for various land use sectors (agriculture, urban, forest, and water), as well as those anticipated levels in 2017 and 2020. Draft two-year milestones for reaching the TMDL goals, and Next Steps to be taken in the process were also presented. The Council will continue to receive updates from staff on an as needed basis.
- XVIII. Work Session: Discussion on Village Center Moratorium – Sandy Coyman, Planning Officer; Martin Sokolich, Long Range Planner; Ray Clarke, County Engineer - The County Council held a work session with staff on the moratorium on subdivisions in the Village Centers. Since the last work session on September 13, 2011, members of the Public Works Advisory Board and the Planning Commission met and appointed a subcommittee to review the matter; the subcommittee met and recommendations were



made to each group individually. As a joint meeting of the Public Works Advisory Board and Planning Commission will not take place until Wednesday, November 2, 2011, the work session was adjourned until such a time as recommendations have been made to the Council following the joint meeting.

XIX. On Tuesday, November 1, 2011 an Executive Session of the Talbot County Council convened at 6:50 p.m. p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Duncan, seconded by Mr. Hollis, 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) the purpose of the Executive Session was for discussion of a personnel matter to discuss appointments to various County boards and committees. The Executive Session ended at 8:20 p.m.

**CASH STATEMENT 11/01/2011**

<b>BALANCE 10/25/2011</b>	\$20,808,772.32
UHC CLAIM THRU 10/25/2011	(81,738.02)
BOARD OF ELECTIONS PPE 10/4/2011	(4,726.58)
TALBOT COUNTY PUBLIC IMP REF BOND SERIES 2010	(185,865.00)
BOARD OF EDUCATION 10/2011	(2,700,250.00)
PAYROLL-FD/SS/MS WH 10/28/2011	(100,270.04)
SECU DED	(9,139.84)
DEFERRED COMP DED	(10,152.72)
MD WH	(27,939.44)
PENSION DED	(28,797.26)
ACH TRANSFER	(10,913.00)
FLEX SPENDING ACCT	(2,452.88)
DEPOSITS	1,575,398.96
CHECKS	(1,210,287.04)
<b>BALANCE 11/01/2011</b>	<b><u>\$18,011,639.46</u></b>

**AIRPORT ACCOUNTS**

NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP-34	16,346.21
AIP-35	39,510.11
AIP36	10,920.37
AIP37	6,977.74
AIP38	--
NEW ACCOUNT	10/26/2011

**AIRPORT ACCOUNTS TOTAL BALANCE** **\$73,754.43**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
02/18/2011	12/20/11	0.56%	3,000,000.00
07/19/2011	01/17/12	0.31%	3,000,000.00
07/19/2011	04/17/12	0.41%	4,000,000.00
07/19/2011	07/17/12	0.61%	4,000,000.00
10/18/2011	07/18/12	0.26%	3,000,000.00
10/18/2011	07/18/12	0.26%	5,000,000.00
10/18/2011	10/18/12	0.41%	4,000,000.00
PNC-MLGIP INVESTMENTS TOTAL		0.08%	7,000,000.00

**TOTAL INVESTED** **\$33,000,000.00**

**PETTY CASH BALANCE** **\$6,800.00**

**GRAND TOTAL ALL FUNDS** **\$51,092,193.89**

**CASH STATEMENT 11/08/2011**

**BALANCE 11/01/2011** \$18,011,639.46

UHC CLAIMS THRU 11/01/2011 (20,642.59)  
 INTEGRA 11/2011 (14,077.76)  
 RETURNED CHECK (23,082.90)  
 STATE BOARD OF ELECTIONS PPE 10/18/2011 (4,726.59)

PAYROLL-FD/SS/MS WH 11/04/2011 (3,093.91)  
     MD WH (746.69)  
     PENSION DED (478.81)  
     FLEX SPENDING ACCT (150.00)

DEPOSITS 1,013,712.05  
 CHECKS (1,180,294.02)

**BALANCE 11/08/2011** **17,778,058.24**

**AIRPORT ACCOUNTS**

NEW AIP-RUNWAY 4-22 EXTENSION ANALYSIS -  
 AIP34 16,346.21  
 AIP35 39,510.11  
 AIP36 10,920.37  
 AIP37 6,977.74  
 AIP38 --

**AIRPORT ACCOUNTS TOTAL BALANCE** **\$73,754.43**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
02/18/2011	12/20/11	0.56%	3,000,000.00
07/19/2011	01/17/12	0.31%	3,000,000.00
07/19/2011	04/17/12	0.41%	4,000,000.00
07/19/2011	07/17/12	0.61%	4,000,000.00
10/18/2011	07/18/12	0.26%	3,000,000.00
10/18/2011	07/18/12	0.26%	5,000,000.00
10/18/2011	10/18/12	0.41%	4,000,000.00
PNC-MLGIP INVESTMENTS TOTAL		0.10%	7,000,000.00
<b>TOTAL INVESTED</b>			<b><u>\$33,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>			<b><u>\$6,800.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>			<b><u>\$50,858,612.67</u></b>