



Talbot County, Maryland



Easton, Maryland

MINUTES

October 8, 2013

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

- I. Agenda – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, October 8, 2013.
- II. Minutes – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Minutes of September 10, 2013 and September 24, 2013.
- III. Disbursements – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Disbursements of October 1, 2013 and October 8, 2013.
- IV. Proclamation: Talbot County 4-H Week – October 6 - 12, 2013 – The Clerk read a proclamation into the record in recognition of October 6 – 12, 2013 as 4-H Week in Talbot County. The proclamation spoke of the opportunities for youth who participate in 4-H to develop valuable life skills, including leadership, communication, and public speaking, and the variety of ways 4-H promotes civic involvement of its members and the community at large. 4-H Ambassadors Katelynn Cherry and Kara Hutchison, and Caroline County 4-H member, and Teen Volunteer for Talbot County 4-H, Gabrielle Parsley, provided a brief outline of their areas of interest and accomplishments in 4-H. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved the proclamation by voting 4 – 0 as follows:

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

Mr. Duncan presented the Proclamation to Thomas Hutson, 4-H Youth Development Educator, University of Maryland Extension Office in Talbot County, who accepted on behalf of the 4-H program in Talbot County.

- IV. Proclamation: National Substance Abuse Prevention Month – October 2013 – The Clerk read a proclamation into the record in recognition of October as National Substance Abuse Prevention Month. The proclamation spoke of the seriousness of alcohol and drug abuse, its negative effects on society, and the need for citizens and the public and private sectors to work together toward the common goal of a community free of drug abuse. Gary Pearce, Executive Director of Talbot Partnership, thanked the Council and all those organizations and citizens who have supported, and continue to support, the initiatives of Talbot Partnership and the Talbot County Health Department to reduce alcohol and drug abuse in Talbot County. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved the proclamation by voting 4 – 0 as follows:

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

Mr. Pack presented the Proclamation to Gary Pearce and Paula Lowry, Prevention Coordinator, Talbot County Health Department, and Neil Edwards, Talbot County Health Department Addictions Program, who accepted on behalf of their respective organizations.

- V. Presentation of President’s Call to Service Awards to Jim and Judy Bottorf – Mr. Bartlett presented The President’s Call to Service Award to Jim and Judy Bottorf. He stated that the Call to Service Award is a division of the President’s Volunteer Service Award Program which honors those individuals who have volunteered at least 4,000 hours to their communities over their lifetime. Mr. and Ms. Bottorf gave a brief synopsis of their volunteer service since moving to Talbot County, including serving as ushers at the Avalon Theater, as a docent at the Talbot County Historical Society, Talbot Humane *Bark in the Park* volunteers, and as volunteers for the Talbot County Department of Emergency Services and its Community Emergency Response Teams (CERT) Program. Council congratulated Mr. and Ms. Bottorf on their outstanding achievements.
- VI. Update by Talbot Humane – Patty Crankshaw-Quimby, Executive Director, Talbot Humane - Ms. Crankshaw-Quimby provided the following information for Fiscal Year 2012-2013: 1,328 animals, 13% less than in FY 2012, were accepted at Talbot Humane; of the animals taken in, 872 were adopted, transferred to other 501(c)(3) or wildlife rehabilitation organizations (a 3% increase from the previous year), 330 were placed in foster programs and 110 were reclaimed by their owners (a 40% increase), and 643 animals were spayed or neutered. She stated that Animal Control responded to 827 initial calls, an increase of 4% from the previous year, and that 2 of 3 of the calls require follow-up visits. She stated that Animal Control calls for FY 2014 have increased 17% from the same time last year. She stated that Talbot Humane participated in 50 community events during FY2012-2013, more than 1,000 children received lessons in humane care and kindness toward animals and that Talbot Humane volunteers logged 15,000 hours for the organization. Ms. Crankshaw-Quimby then briefed the Council on the following initiatives for FY 2013: (1) Pet Pantry – the pet pantry at Talbot Humane, the first of its kind on the Eastern Shore, is now in its 5th year of operation providing 1,000 pounds of pet food per month to approximately 100 pet owners for the purpose of getting the pet owners through hard times; (2) Spay/Neuter Program – the program remains active with the assistance of local veterinarians who have agreed to provide their services at reduced rates; (3) Pet Retention - Ms. Crankshaw-Quimby stated that Talbot Humane will be launching a new initiative to help pet owners work through the various issues they may have with their pets before the issue becomes unmanageable and the pets are no longer wanted and are turned over to Talbot Humane; local resources, including veterinarians and animal trainers, will be utilized in hopes of reducing the animal population at Talbot Humane; (4) Legislative Initiatives – Talbot Humane will hold an informational meeting at the Talbot County Community Center on Thursday, November 14, 2013 at 6:30 p.m.; the purpose of the meeting is to apprise citizens of upcoming legislation in Maryland related to animal issues; (5) Fundraising – Ms. Crankshaw-Quimby stated that in FY 2012, Talbot Humane raised approximately \$12,000 through its runners, personal fundraising goals, and the Bark in the Park 5K and 10K runs; this fiscal year they hope to raise \$20,000 by June 1, 2014; she stated that this year’s 4th Bark in the Park event on October 19th hopes to raise \$65,000. Council discussion ensued. Council members commended Ms. Crankshaw-Quimby for her work at Talbot Humane. Talbot Humane will continue to update the Council on a regular or as-needed basis.

VII. Public Hearing:

A public hearing was held on Bill No. 1254, A BILL TO AUTHORIZE SHORELINE AND PARK IMPROVEMENTS AT CLAIBORNE JETTY, and the public was afforded an opportunity to comment on the legislation. Council discussion ensued and the public hearing on Bill No. 1254 was closed. In order to provide Council members an opportunity to visit the site, Council requested that the matter be included as an item for discussion on the Tuesday, November 12, 2013 agenda, and that Jesse Fearins, engineer with the Department of Public Works, brief the Council on the proposed project on that date. Bill No. 1254 will be eligible for vote on November 12, 2013.

VIII. County Manager's Report:

- A. Talbot County Economic Development Commission – Requested Council approval for the appointment of Haim Loran to a three-year term on the Talbot County Economic Development Commission; said term will expire June 30, 2016. Upon motion by Mr. Duncan, seconded by Mr. Pack, the Council approved the appointment by voting 4 – 0 as follows:

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

- B. Talbot County Local Emergency Planning Committee – Requested Council approval to forward the name of Kristopher Durham, Talbot County Health Department Emergency Planner, to the Governor for recommendation of appointment to the Talbot County Local Emergency Planning Committee; if appointed, Mr. Durham will complete the term of former Talbot County Health Department Emergency Planner Pat Rollo, who recently retired; said term will expire August 1, 2014. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved forwarding the recommendation to the Governor by voting 4 – 0 as follows:

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

- C. Mid Shore Mental Health Systems, Inc. – Regional Behavioral Health Advisory Committee - Requested Council approval for the appointment of Julia Jerscheid to a three-year term on the Mid Shore Mental Health Systems, Inc. – Regional Behavioral Health Advisory Committee as a representative of mental health families and consumers in Talbot County. Upon motion by Ms. Price, seconded by Mr. Duncan, the Council approved the appointment by voting 4 - 0 as follows:

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

- D. Request from Talbot County Department of Parks and Recreation - Requested Council approval of the recommendation of the Director of the Talbot County Department of Parks and Recreation to purchase new recreational software from RecTrac in the sum of \$34,244; the new software will replace Parks and Recreation's current software which will become obsolete in

October and will no longer be able to be supported. Mr. Craig stated that several recreation specific software companies were contacted and RecTrac was determined to provide the product best suited for the Department's needs at this time; funding for the purchase has been included in the Department of Parks and Recreation's FY 2014 budget. Council discussion ensued. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council approved purchase of the RecTrac software by voting 4 – 0 as follows:

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

- E. Maryland Transportation Alternatives Program Funding – Mr. Craig stated that Talbot County had recently been notified that the County's request for \$600,000 in Maryland Transportation Alternatives Program Funding had been approved. He stated that the County plans to utilize the funding for continued improvements on Dutchmans Lane, including a sidewalk and streetscapes; details will be forthcoming at a future date. The Council expressed appreciation to the Easton Club East community for bringing the funding program to the attention of the Council and the Department of Public Works.
- F. County Road Resurfacing Project – Mr. Craig stated that the County road resurfacing project of 42 miles of County roads for FY 2014 is now complete and that the project had gone well.
- G. Tire Drop-off Day – Mr. Craig stated that the County, in association with the Maryland Department of the Environment and Maryland Environmental Service, will be holding a Citizen Tire Drop-off Day on Saturday, October 12, 2013 from 8:00 a.m. to 2:00 p.m. at Mid-Shore Regional I Landfill located at 7341 Barkers Landing Road near Easton; a maximum of ten tires per vehicle will be accepted for disposal. He stated that the cost for the Drop-off Day will be paid for by the County through funding paid to Maryland Environmental Service. Additional information may be obtained by contacting the Talbot County Department of Public Works at 410-770-8170 or on the County website at www.talbotcountymd.gov.
- H. County Offices Closed – Mr. Craig stated that County offices will be closed on Monday, October 14, 2013 in commemoration of Columbus Day.

IX. Council Comments:

Mr. Duncan – No comments.

Ms. Price - No comments.

Mr. Pack – Mr. Pack stated that he had been unable to attend Airport Day on September 28, 2013 but hoped that Mr. Henry and his staff had had a successful day. He reminded everyone that the Talbot County Board of Education continues its search for a superintendent for Talbot County Public Schools and advised that the Board of Education has requested that the Maryland Association of Boards of Education (MABE) manage the search. He stated that MABE is seeking input from the public on the matter and will be holding meetings with the public on Tuesday, October 22, 2013 at 6:30 p.m. in the St. Michaels Middle High School Cafeteria and on Thursday, October 24, 2013 at 6:30 p.m. in the Easton High

School Cafeteria; Talbot County Public School staff will also meet with MABE representatives on those dates at 4:00 p.m.

Mr. Bartlett - No comments.

- X. Upon motion by Mr. Pack, seconded by Ms. Price, 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, October 22, 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
- Ms. Price – Aye
- Mr. Duncan - Aye

The meeting adjourned at 2:40 p.m.

The transcript of the October 8, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XI. On Tuesday, October 8, 2013, 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 Ms. Price, the Council met in Executive Session by voting 4 – 0 as follows:

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

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; for a legal/real estate matter to discuss a proposal to dispose of County property and acquire property for a County purpose; and for a legal matter to consult with the County Attorney on a legal matter involving Atlantic Broadband. The Executive Session recessed at 1:30 p.m., reconvened at 3:00 p.m. and ended at 4:15 p.m.

CASH STATEMENT 10/01/2013
BALANCE 9/24/2013

	\$30,887,663.43
INTEGRA ADDITIONAL 9/2013	(30,000.00)
UHC CLAIMS THRU 9/24/2013	(67,670.71)
RONB QTRLY BOND PAYMENT	(9,478.60)
POSTAGE WIRE-TOURISM	(1,000.00)
STATE BOARD OF ELECTIONS PPE 9/3 & 9/17/2013	(10,206.86)
BOARD OF EDUCATION 9/2013	(2,863,473.00)
PAYROLL – FD/SS/MS WH 9/27/2013	(124,175.05)
SECU DED	(6,829.57)
DEFERRED COMP DED	(10,270.99)
MD WH	(30,625.98)
PENSION DED	(30,346.67)

ACH TRANSFER	(10,031.75)
FLEX SPENDING ACCT	(2,806.21)
DEPOSITS	1,705,372.08
CHECKS	(1,400,306.98)
BALANCE 10/01/2013	<u>27,995,813.14</u>

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP34	49,341.83
AIP35	55,424.98
AIP36	35,902.04
AIP37	324.62
AIP38	3,257.70

AIRPORT ACCOUNTS TOTAL BALANCE **144,251.17**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.05%	18,000,000.00

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

PETTY CASH BALANCE **\$8,570.00**

GRAND TOTAL ALL FUNDS **\$46,148,634.31**

CASH STATEMENT 10/08/2013

BALANCE 10/01/2013	\$27,995,813.14
UHC CLAIMS THRU 10/01/2013	(44,980.67)
INTEGRA 10/2013	(15,980.16)
RETURNED CHECKS	(628.50)
BANK CHGS 9/2013	(2,602.69)
INTEREST ON ACCT 9/2013	6,404.61
PAYROLL-FD/SS/MS WH 10/04/2013	(3,259.81)
MD WH	(576.59)
PENSION DED	(257.83)
FLEX SPENDING ACCT	(100.00)
DEPOSITS	2,206,748.57
CHECKS	(536,163.62)
VOID CHECK NO.S 284504/284952/284998/285311/285634	958.53

BALANCE 10/08/2013 **29,605,374.98**

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--
AIP34		49,341.83
AIP35		55,424.98
AIP36		35,902.04
AIP37		324.62
AIP38		3,257.70
AIRPORT ACCOUNTS TOTAL BALANCE		<u>144,251.17</u>
INVESTMENTS – CERTIFICATES OF DEPOSIT		
<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>
		<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.05%
		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>\$47,758,196.15</u>