



# TALBOT COUNTY, MARYLAND

County Council

MINUTES

September 8, 2015

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

- I. Agenda – Ms. Price requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, September 8, 2015.
- II. Minutes – Ms. Price requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, August 11, 2015 and Tuesday, August 25, 2015.
- III. Disbursements – Ms. Price requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, September 1, 2015 and Tuesday, September 8, 2015.
- IV. Proclamation: September as National Preparedness Month – Prior to presentation of the proclamation, Jim Bass, Emergency Management Coordinator, briefed the Council on the importance of emergency preparedness so that when disasters occur, the county is well prepared to meet the challenges of the disaster and to more easily recover from its effects. Mr. Bass emphasized that while Talbot County is considered to be a prepared community, the Department of Emergency Management encourages all residents to have emergency supply kits and to develop emergency plans for their families, to register with the County’s mass notification system, and to take advantage of training classes. He stated that Talbot County will soon offer a free emergency services phone App which allows users of Android and Apple devices to receive information on weather, traffic, power outages and closings in real time; the App will also provide information on items to include in an emergency supply kit. Mr. Bass expressed his appreciation to the various organizations in Talbot County involved in coordination of emergency planning procedures, public outreach and community training to help ensure the safety of Talbot County citizens. The Clerk then read the proclamation into the record in recognition of September as National Preparedness Month. The proclamation spoke of the need for increased public awareness of the importance of preparing for emergencies, encouraged individuals and businesses to prepare for same, and spoke of the partnership between the Talbot County Department of Emergency Services and the various agencies and organizations involved in the coordination of emergency planning. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved the proclamation by voting 4 – 0 as follows:

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

Ms. Williams presented the Proclamation to the Mr. Bass and representatives of the Talbot County Department of Emergency Services and various other agencies in attendance.

- V. Proclamation: Suicide Prevention Week – September 7-13, 2015 – Prior to presentation of the proclamation, Beth Anne Langrell, Executive Director of the Behavioral Health and Rape Crisis Center at

For All Seasons, Inc. in Easton, gave a brief synopsis of the importance of bringing awareness to the community's need for mental health programs and services beyond the clinical setting, particularly to those individuals who do not seek services because of lack of transportation or the stigma of seeking help. Ms. Langrell stated that For All Seasons, Inc. acts as the mental health and crisis center for the five Mid Shore counties, offering a 24-hour crisis hotline in both English and Spanish. Sgt. Jim Miller, Crisis Intervention Officer at the Easton Police Department, briefed the Council on an upcoming walking event on Saturday, October 3, 2015 sponsored by the American Foundation of Suicide Prevention. The Clerk then read a proclamation into the record in recognition of September 7-13, 2015 as Suicide Prevention Week. The proclamation spoke of the prevalence of suicide as one of the leading causes of death, particularly among young people and the efforts by public and private organizations to reduce the number of suicides through the provision of adequate and accessible behavioral health services. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council approved the proclamation by voting 4 – 0 as follows:

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

Mr. Bartlett presented the Proclamation to Ms. Langrell and Sgt. Miller on behalf of the citizens of Talbot County and the region.

- VI. Presentation by Guiding Eyes for the Blind – Peggy Morey, Assistant Tourism Coordinator, Talbot County Office of Tourism; Ellen Higgins, Delmarva Region Coordinator, Guiding Eyes for the Blind – Ms. Higgins introduced “puppy raiser” Peggy Morey, and her dog, Island, who is in training to become a guide dog for a sight impaired person. Ms. Morey and Ms. Higgins briefed the Council on the timeframe and process by which the special puppies are selected and raised to perform life-changing services for their human companions. Ms. Higgins encouraged anyone interested in becoming a “puppy raiser” for the organization to contact her at [ellenhiggins@gmail.com](mailto:ellenhiggins@gmail.com) or 410-991-5662.

- VII. Introduction of Legislation:

A BILL TO ESTABLISH A HISTORIC DISTRICT OVERLAY DISTRICT ON TAX MAP 1, PARCEL 4, LOCATED AT 14256 OLD WYE MILLS ROAD, WYE MILLS, MARYLAND, KNOWN AS THE “MILLER’S HOUSE” was read into the record by the Clerk and brought forward for introduction. Prior to introduction, Jeremy Rothwell, Talbot County Planner, briefed the Council on the historic significance of the structure which was placed on the National Register of Historic Places in 1999, and is the subject of the legislation. Mr. Rothwell stated that as required by the Talbot County Code, the project has been reviewed by the Historic Preservation Commission and the Planning Commission and has received a positive recommendation from both commissions. Ward Bucher, AIA, Chairman, Talbot County Historic Preservation Commission, stated that the project is the result of years of work by Historic Easton, the Maryland Historical Trust and the Talbot County Historic Preservation Commission, as well as a number of individuals. The legislation was introduced by Mr. Bartlett, Mr. Callahan, Ms. Price, and Ms. Williams as Bill No. 1320. A public hearing was scheduled for Tuesday, October 13, 2015 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

- VIII. County Manager’s Report:

- A. Request from Talbot County Department of Public Works – Requested Council approval of the County Engineer’s recommendation to submit an application for a Chesapeake Bay Trust Watershed Assistance Grant in the sum of \$75,000; if approved, said funding will be used to

develop a design template for future stormwater treatment systems for the County’s Bay Street Offices, the Talbot County Community Center and the County Roads facility; said project will assist the County with a reduction of sediment and nutrient loads as required in the County’s Watershed Implementation Plan (WIP); no County funding is required. Upon motion by Mr. Bartlett, seconded by Ms. Williams, the Council approved submittal of the grant application by voting 4 – 0 as follows:

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

- B. Request for County Roads Department - Requested Council approval of the Roads Superintendent’s request to purchase a custom built, triple axle, dual wheel trailer from Kruger Trailers in Georgetown, Delaware in the sum of \$32,990; a majority of the funding for the purchase, \$30,000, will be from revenue received from the sale of older equipment at auction. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council approved the purchase by voting 4 – 0 as follows:

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

- C. Request from Easton Airport – Requested Council approval of the Airport Manager’s recommendation to accept a grant offer from the Federal Aviation Administration in the sum of \$527,883 to conduct an Environmental Assessment at Easton Airport; said funding is 90% of the cost of total project cost of \$586,537; a grant application has been submitted to the Maryland Aviation Administration for \$29,327.00, or 5% of the cost of the project; Easton Airport will pay the remaining 5%. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved acceptance of the grant offer by voting 4 – 0 as follows:

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

- D. Bid No. 15-19, DESIGN-BUILD OF BIORETENTION SYSTEMS AT INGLETON SUBDIVISION (EASTON) AND OAK CREEK PUBLIC LANDING (NEWCOMB), TALBOT COUNTY, MARYLAND – Requested Council approval to award Bid No. 15-19 to the low bidder, Rauch, Inc./Bryan & Sons in the sum of \$96,000; the funding for the project will come from the Chesapeake and Atlantic Coastal Bays 2014 Trust Fund, no County funding is required. Upon motion by Ms. Williams, seconded by Mr. Bartlett, the Council approved the award by voting 4 – 0 as follows:

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

- E. Request from Department of Emergency Services - Requested Council approval for the purchase of a 2016 Horton ambulance with power stretchers in the sum of \$247,000; said purchase will be made under the Houston-Galveston Area Council (HGAC) contract pricing utilizing funding allocated in the FY2016 Capital Budget. Upon motion by Ms. Williams, seconded by Mr. Callahan, the Council approved the purchase by voting 4 – 0 as follows:

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

- F. September 11<sup>th</sup> Ceremony – Mr. Hollis stated that on Friday, September 11<sup>th</sup>, there will be a ceremony to commemorate the events of September 11, 2001. The ceremony, hosted by Talbot County and the Town of Easton, will begin at 8:30 a.m. at the intersection of Dover and West Streets at the site of the former gas plant for the Town of Easton; all are welcome and encouraged to attend.

- G. Talbot County Economic Development Commission – Requested Council approval for the appointment of Jean Weisman to represent the Town of St. Michaels on the Talbot County Economic Development Commission to complete the unexpired term of Deborah Renshaw who recently retired; said term will expire on June 30, 2017. Upon motion by Mr. Callahan, seconded by Mr. Bartlett, the Council approved the appointment by voting 4 – 0 as follows:

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

IX. Council Comments:

Mr. Callahan – No comments.

Ms. Williams – Ms. Williams stated that September is going to be a busy month for the Council as they are out and about and that she looks forward to visiting with people as she travels throughout the county.

Mr. Bartlett - Mr. Bartlett stated that he had enjoyed the recent ceremony at the Waterman’s Museum in Tilghman and the Phillips Wharf Environmental Center for dedication ceremony for the kayak trail. Mr. Bartlett expressed his appreciation to those who had hosted the Council in Tilghman and to Tourism Director, Cassandra Vanhooser, for helping to organize the day’s festivities.

Mr. Price - Ms. Price concurred with Mr. Bartlett’s comments regarding the Council’s visit to Tilghman and encouraged everyone to take a trip there, to visit, in her opinion, one of the county’s treasures.

- X. Upon motion by Mr. Callahan, seconded by Mr. Bartlett, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters and to reconvene on Monday, September 14, 2015 at 4:00 p.m. in the Meeting Room at the Talbot County Free Library for a work session with staff on the draft Comprehensive Plan; to reconvene on Tuesday, September 15, 2015 at 4:00 p.m. in the Bradley

Meeting Room for a work session with staff on the draft Sustainable Tourism and Reinvestment District (STAR) legislation; to reconvene on Monday, September 21, 2015 at 4:00 p.m. in the Wye Oak Room at the Talbot County Community Center for a work session with staff on the draft Comprehensive Plan; and to reconvene on Tuesday, September 22, 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 4 - 0 as follows:

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

The meeting adjourned at 2:26 p.m.

The transcript of the September 8, 2015 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XI. On Tuesday, September 8, 2015, an Executive Session of the Talbot County Council convened at 12:30 p.m. in the Bradley Meeting Room and the County Council Conference Room. Upon motion by Mr. Callahan, seconded by Ms. Price, the Council met in Executive Session by voting 4-0 as follows:

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

In accordance with State Article § 10-508(a)(1)(i)(3)(7) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; to discuss a personnel matter at the Office of Permits and Inspections; to discuss a personnel matter at Parks and Recreation; and to discuss the hiring process for the Talbot County Health Officer; for a legal/real estate matter for legal advice regarding contract negotiations regarding the lease of property for a public purpose; and for legal advice regarding entering into a contract for electrical inspections. The Executive Session recessed at 1:30 p.m. and reconvened at 2:30 p.m. The Executive Session ended at 3:05 p.m.

**CASH STATEMENT 9/1/2015**

BALANCE 8/25/2015	\$45,158,911.00
INTEGRA CLAIMS THRU 8/24/2015	(43,889.75)
ST ADMIN BOARD OF ELECTIONS PPE 8/4/2015	(8,292.28)
UHC CLAIMS THRU 8/25/2015	(6,755.34)
PAYROLL – FD/SS/MS WH 8/28/2015	(134,743.93)
SECU DED	(5,223.89)
DEFERRED COMP DED	(10,347.18)
MD WH	(32,771.28)
PENSION DED	(31,621.29)
ACH TRANSFER	(13,481.75)
FLEX SPENDING ACCT	(3,216.66)
DEPOSITS	1,226,656.87

CHECKS (980,443.62)

**BALANCE 9/1/2015 45,114,780.90**

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS			--
AIP37			16,762.37
AIP39			73,794.25
AIP40			27,036.21
AIP41	BALANCE 8/18/2015	38,677.47	
	DEPOSITS	.06	38,677.53

**AIRPORT ACCOUNTS TOTAL BALANCE 156,270.36**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

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

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

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

**GRAND TOTAL ALL FUNDS \$63,279,621.26**

**CASH STATEMENT 9/8/2015**

BALANCE 9/1/2015	\$45,114,780.90
BOARD OF EDUCATION 8/2015	(2,931,331.00)
RETURNED CHECKS	(2,327.00)
INTEGRA CLAMS THRU 8/31/2015	(26,342.58)
WELLS FARGO/GC EQUIP LEASE 8/2015	(4,222.00)
INTEGRA 9/2015	(17,440.65)
UHC CLAIMS THRU 9/1/2015	(202.57)
USDA/RURAL DEV/AIRPORT MTHLY SEWR LOAN 9/2015	(1,304.00)
PAYROLLS-FD/SS/MS WH 9/4/2015	(2,718.80)
DEFERRED COMP DED	(1,240.00)
MD WH	(504.18)
PENSION DED	(336.00)
FLEX SPENDING ACCT	(193.33)
DEPOSITS	1,474,503.21
CHECKS	(420,320.89)

**BALANCE 9/8/2015 43,180,801.11**

**AIRPORT ACCOUNTS**

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP37	16,762.37

AIP39	73,794.25
AIP40	27,036.21
AIP41	38,677.53

**AIRPORT ACCOUNTS TOTAL BALANCE** **156,270.36**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

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

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

**GRAND TOTAL ALL FUNDS** **\$61,345,641.47**