



# TALBOT COUNTY, MARYLAND

County Council

MINUTES

August 13, 2024

Present – President Chuck Callahan, Vice President Pete Leshner, Keasha N. Haythe, Lynn L. Mielke, Dave Stepp, County Manager Clay Stamp, and County Attorney Patrick Thomas.

- I. Agenda – The Agenda of Tuesday, August 13, 2024, was brought forward for vote. Mr. Stepp requested that *Item V., Update by Mid Shore Behavioral Health*, be removed from the Agenda as Kathryn Dilley, LCSW-C, Executive Director, Mid Shore Behavioral Health, Inc., was unable to be in attendance; the motion was seconded by Mr. Leshner. The Council approved the Agenda, as amended, by voting 5 – 0 as follows:
  - Mr. Callahan – Aye
  - Mr. Stepp – Aye
  - Mr. Leshner – Aye
  - Ms. Mielke – Aye
  - Ms. Haythe - Aye
- II. Minutes – Mr. Callahan requested and received unanimous consent for approval of the Minutes of Tuesday, June 25, 2024.
- III. Disbursements – Mr. Callahan requested and received unanimous consent for approval of the Disbursements of Tuesday, July 30, 2024, Tuesday, August 6, 2024, and Tuesday, August 13, 2024.
- IV. Introduction of Amendment to Bill No. 1577, AN EMERGENCY BILL TO AMEND BILL NO. 1231 FOR THE PURPOSE OF COORDINATING THE TEMPORARY CLOSURE OF MARYLAND ROUTE 662C TO FACILITATE TIMELY CONSTRUCTION OF A NEW HOSPITAL AND REGIONAL MEDICAL CENTER BY SHORE HEALTH SYSTEM, INC. AND MINIMIZE IMPACTS TO VEHICULAR TRAFFIC ON OCEAN GATEWAY (U.S. ROUTE 50) DURING THE 2025 SUMMER TRAVEL SEASON, was brought forward for introduction. Prior to introduction, County Attorney, Patrick Thomas, stated that the proposed amendment, which, in his legal opinion, is non-substantive, includes the draft amendment to the road transfer agreement between the Maryland State Highway Administration and the County as Exhibit “A”, and the road inspection agreement between Shore Health System, Inc. and the County as Exhibit “B”. If introduced, the amendment will be posted on the website for viewing by the public prior to the scheduled public hearing on Bill No. 1577 on Tuesday, August 27, 2024. The amendment, known as Amendment No. 1, was introduced by Mr. Callahan, Ms. Haythe, Mr. Leshner, and Mr. Stepp. The public hearing on Amendment No. 1 will be held in conjunction with the public hearing on Bill No. 1577 on Tuesday, August 27, 2024, at 5:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, Maryland 21601.
- V. Introduction of Legislation:

A BILL TO AMEND CHAPTER 56 (ELECTRICAL STANDARDS) OF THE TALBOT COUNTY CODE FOR THE PURPOSES OF REQUIRING ELECTRICIANS TO OBTAIN

ELECTRICAL PERMITS FROM THE OFFICE OF PERMITS AND INSPECTIONS BEFORE PERFORMING CERTAIN ELECTRICAL WORK, TO DELETE OUTDATED LANGUAGE, AND TO INCREASE THE AMOUNT FOR FINES TO BE IMPOSED FOR CERTAIN VIOLATIONS OF CHAPTER 56, AND TO AMEND CHAPTER 58 (ENFORCEMENT OF CODE) FOR THE PURPOSE OF EXEMPTING CHAPTER 56 FROM THE PROVISIONS THEREOF was read into the record by the Clerk and brought forward for introduction. Prior to introduction, County Attorney, Patrick Thomas, stated that the legislation was requested by the Board of Electrical Examiners, and he had worked with the Board in drafting the proposed legislation and that the legislation has been reviewed and approved by the Board. Mr. Thomas then outlined various components outlined in the proposed legislation. Council discussion ensued with Mr. Thomas. The legislation was introduced by Mr. Callahan, Ms. Haythe, Mr. Leshner, Ms. Mielke, and Mr. Stepp as Bill No. 1578. A public hearing was scheduled for Tuesday, September 10, 2024, at 5:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

VI. County Manager's Report:

- A. Request from Finance Office – Requested Council approval of a United States Department of Agriculture (USDA) Loan Resolution related to the County's financing/refinancing of improvements for wastewater facilities and the St. Michaels wastewater collection system improvements; the resolution is required so the County can issue bonds in the amount of \$88,000 as outlined in Bill No. 1576. Council discussion ensued with County Engineer, Ray Clarke, who stated that funding in the amount of the loan has already been paid to the County by the Town of St. Michaels; once the loan has closed, the funding will be utilized to pay off the loan. Upon motion by Ms. Haythe, seconded by Mr. Stepp, the Council approved the loan resolution by voting 5 – 0 as follows:

Mr. Callahan – Aye  
Mr. Stepp – Aye  
Mr. Leshner – Aye  
Ms. Mielke – Aye  
Ms. Haythe – Aye

- B. Bid No. 23-07, TALBOT COUNTY PUBLIC SAFETY COMPLEX – PHASE 1 – BUILDING RENOVATIONS – EASTON – TALBOT COUNTY, MARYALND – Change Order No. 8 – Requested Council approval for the County Engineer's recommendation to award Change Order No. 8 for Bid No. 23-07 to Willow Construction, LLC in the amount of \$2,866,613.92; said change order is for the construction of a sallyport at the County's Public Safety Complex on Marys Court, and all site work related to same. Mr. Stamp stated that there is sufficient funding in the FY25 budget for the project. Council discussion ensued with Mr. Stamp and Ray Clarke, County Engineer, regarding the specifics of the project related to the change order; Mr. Clarke stated that the sallyport was not part of the original contract. Upon motion by Mr. Stepp, seconded by Mr. Leshner, the Council approved Change Order No. 8 by voting 5 – 0 as follows:

Mr. Callahan – Aye  
Mr. Stepp – Aye  
Mr. Leshner – Aye

Ms. Mielke – Aye

Ms. Haythe – Aye

- C. Bid No. 22-08, ARCHITECTURAL/ENGINEERING SERVICES FOR TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS – Requested Council approval of the County Engineer’s recommendation to award architectural and engineering services to Wallace Montgomery in the sum of \$347,150.70 under Bid No. 22-08 for road widening and drainage improvements on Black Dog Alley from Dover Road to west of Hosewells Branch; said services are for design work in preparation of application for a federal aid package for the road widening and drainage improvements. Council discussion ensued with Ray Clarke, County Engineer. Upon motion by Ms. Mielke, seconded by Mr. Leshner, the Council approved the award by voting 5 – 0 as follows:

Mr. Callahan – Aye

Mr. Stepp – Aye

Mr. Leshner – Aye

Ms. Mielke – Aye

Ms. Haythe – Aye

- D. Bid No. 22-08, ARCHITECTURAL/ENGINEERING SERVICES FOR TALBOT COUNTY DEPARTMENT OF PUBLIC WORKS – Requested Council approval to award architectural engineering services to Davis, Bowen & Friedel, Inc. in the sum of \$117,500.00 under Bid No. 22-08; said services are for design of, and securing of permits for, a new culvert under Chapel Road near its intersection with Klondike Road to help alleviate flooding at that location. Council discussion ensued with Ray Clarke, County Engineer. Upon motion by Mr. Leshner, seconded by Ms. Haythe, the Council approved the recommendation by voting 5 – 0 as follows:

Mr. Callahan – Aye

Mr. Stepp – Aye

Mr. Leshner – Aye

Ms. Mielke – Aye

Ms. Haythe – Aye

VII. Public Comments: There were no public comments.

VIII. Council Comments:

Ms. Haythe - No comments.

Mr. Leshner - Mr. Leshner stated that he is looking forward to the MACo (Maryland Association of Counties) Summer Conference later this week and the opportunity for Council and staff to receive continuing education on best practices in county government and to learn what is being done in the way of innovative practices in other governmental bodies both throughout Maryland and across the nation. He stated that the University of Maryland’s program, Academy for Excellence in Local Government, is a boot camp of sorts for Council members to get up to speed on topics such as risk management, county budgeting, ethics, Open Meetings, and the Public Information Act. Mr. Leshner stated that he has taken all of the

sessions offered, some several times, as case law changes over time. He concluded his comments by stating that he always looks forward to the opportunity to better learn how to better serve Talbot County constituents.

Ms. Mielke - Ms. Mielke stated that she had recently attended the Talbot County Farm Bureau picnic, and, in her opinion, it was great to converse with the farmers of Talbot County; she appreciates all their good works and the good food. She stated that what stood out to her was the number of young ladies who are involved in agriculture, one of whom, among her other projects, had raised her own yellow tomatoes which were served at the picnic. Ms. Mielke stated that she was encouraged to know that agriculture in Talbot County is alive and well. Ms. Mielke concluded her comments by congratulating the Talbot County Farm Bureau.

Mr. Stepp - Mr. Stepp expressed his appreciation to the residents of Tunis Mills who met with the Council last week to discuss their concerns about the proposed bridge replacement project. He stated that it was good to hear everyone's thoughts on what they would like to see with regard to a new improved bridge, and, in his opinion, it was a great meeting.

Mr. Callahan - Mr. Callahan stated that by the next time the Council convenes, he will be a married man. He stated that he had recently gone fly fishing for the first time in the mountains of Montana and, in his opinion, the area was beautiful, and the trip was phenomenal.

After Mr. Callahan's comments, Mr. Stamp provided an update on the following projects: the Roads Department has been working diligently to address issues on Airport Road by widening the shoulder on each side, after which contractor David A. Bramble, Inc. will overlay the road; Easton Airport is bringing fill dirt from a property just north of the Airport to build up the elevation for the runway modernization project; and the Roads Department had recently replaced several culvert pipes along Airport Road, Goldsborough Neck Road, Hailem School Road and Hiners Lane.

#### IX. Public Hearing:

Resolution No. 361, A RESOLUTION TO AMEND THE TALBOT FAMILY NETWORK BYLAWS TO PROVIDE FOR A TREASURER'S DESIGNEE TO ATTEND MEETINGS IN THE TREASURER'S ABSENCE, was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing County Attorney, Patrick Thomas, stated that the resolution was requested by the Talbot Family Network Board of Directors to allow the treasurer to appoint a designee to represent them at meetings when he or she is unable to be in attendance. Council discussion ensued with Nancy Andrew, Executive Director, Talbot Family Network who stated that, if approved, the resolution would allow for the appointment of the treasurer's designee, as is already outlined in Talbot Family Network's Bylaws for the other ex-officio members. Members of the public were provided with an opportunity to comment on the legislation. The Council approved Resolution No. 361 by voting 5 – 0 as follows:

Mr. Callahan – Aye  
Mr. Stepp – Aye  
Mr. Leshner – Aye  
Ms. Mielke – Aye

Ms. Haythe – Aye

Resolution No. 361 is effective immediately.

Bill No. 1576, A BILL TO AUTHORIZE TALBOT COUNTY, MARYLAND (THE “COUNTY”) TO BORROW NOT MORE THAN EIGHTY EIGHT THOUSAND DOLLARS (\$88,000) IN ORDER TO FINANCE AND REFINANCE IMPROVEMENTS TO CERTAIN WASTEWATER FACILITIES IN THE COUNTY AND TO EFFECT SUCH BORROWING BY THE ISSUANCE AND SALE OF ONE OR MORE SERIES OF ITS GENERAL OBLIGATION BONDS PAYABLE FROM AD VALOREM TAXES TO BE LEVIED BY THE COUNTY; EXEMPTING THE BONDS FROM THE PROVISIONS OF SECTIONS 19-205 AND 19-207 OF THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND; AUTHORIZING THE CONSOLIDATION OF SEPARATE SERIES OF BONDS INTO ONE OR MORE BONDS; AUTHORIZING THE REFUNDING OF SUCH BONDS AND RELATING GENERALLY TO THE ISSUANCE AND SALE OF SUCH BONDS FOR SUCH PURPOSES, was read into the record by the Clerk, brought forward for public hearing, and members of the public were provided an opportunity to comment on the legislation. Upon motion by Mr. Leshner, seconded by Ms. Haythe, the Council approved bringing Bill No. 1576 to third reader by voting 5 – 0 as follows:

Mr. Callahan – Aye  
Mr. Stepp – Aye  
Mr. Leshner – Aye  
Ms. Mielke – Aye  
Ms. Haythe – Aye

Bill No. 1576 was read into the record by the Clerk and brought forward for vote. The Council approved Bill No. 1576 by voting 5 – 0 as follows:

Mr. Callahan – Aye  
Mr. Stepp – Aye  
Mr. Leshner – Aye  
Ms. Mielke – Aye  
Ms. Haythe – Aye

Bill No. 1576 will become effective as outlined in the legislation.

Upon motion by Mr. Stepp, seconded by Ms. Haythe, the Council voted to adjourn and to reconvene on Tuesday, August 27, 2024, at 2:30 p.m. in Open Session for a tentative work session on a proposal to amend the Talbot County Accommodations Tax; to convene into Closed Session at 3:30 p.m. as listed on the statement for closing that meeting, and for the regularly scheduled meeting at 5:00 p.m. by voting 5 – 0 as follows:

Mr. Callahan - Aye  
Mr. Stepp – Aye  
Mr. Leshner - Aye  
Ms. Mielke – Aye  
Ms. Haythe - Aye

The meeting adjourned at 5:40 p.m.

The transcript of the August 13, 2024, County Council meeting is available for review in the Office of the Talbot County Manager during regular office hours.

X. Summary of Closed Session Held on August 6, 2024:

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 2:00 p.m. to 3:20 p.m.  
 Place of closed session: County Council Office  
 Purpose of the closed session: To consider various matters as set forth in the statement for closing the meeting

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Callahan, Haythe, Leshner, Mielke, Stepp  
 Members opposed: None  
 Abstaining: None  
 Absent: None

3. Statutory authority to close session and listing of each topic actually discussed, persons present, and each action taken in the session:

<b>Topic Description</b>	<b>Statutory Authority</b>	<b>Reason for Closed Session Discussion</b>	<b>Persons Present</b>	<b>Action Taken</b>
To discuss matters directly related to the acquisition of MD Rt. 662 for a public purpose	GP § 3-305(b)(3)	To protect the County’s bargaining position regarding the potential acquisition of real property for a public purpose	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Susan Moran, Ray Clarke, Brian Moore	No action
To discuss matters related to the relocation of Easton Hospital from its current location to the new Regional Medical Center location	GP § 3-305(b)(4)	Attorney-client privilege regarding legal advice	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Susan Moran, Ray Clarke, Brian Moore	No action
For legal advice on contracts regarding MD Rt. 662 and area roads for the	GP § 3-305(b)(7)	Attorney-client privilege regarding legal advice	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay	No action

Regional Medical Center project			Stamp, Patrick Thomas, Susan Moran, Ray Clarke, Brian Moore	
To discuss the terms of the proposed contracts regarding MD Rt. 662 and area roads for new Regional Medical Center	GP § 3-305(b)(14)	To protect the County’s bargaining position regarding such contracts	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Susan Moran, Ray Clarke, Brian Moore	Majority of Council concurred with the recommendation

XI. Summary of Closed Session Held on August 13, 2024:

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 3:30 p.m. to 4:55 p.m.  
 Place of closed session: County Council Office  
 Purpose of the closed session: To consider various matters as set forth in the statement for closing the meeting

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Callahan, Haythe, Leshner, Mielke  
 Members opposed: None  
 Abstaining: None  
 Absent: Stepp (arrived at 3:35 p.m.)

3. Statutory authority to close session and listing of each topic actually discussed, persons present, and each action taken in the session:

<b>Topic Description</b>	<b>Statutory Authority</b>	<b>Reason for Closed Session Discussion</b>	<b>Persons Present</b>	<b>Action Taken</b>
To discuss a personnel matter in the Department of Corrections	GP § 3-305(b)(1)(i)	Discussion involves specific individual	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Jessica Morris	No action
To discuss appointments to various County	GP § 3-305(b)(1)(i)	Public discussion would discourage individuals from	Chuck Callahan, Pete Leshner, Keasha Haythe,	No action

boards and committees		volunteering to serve	Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Jessica Morris	
For legal advice regarding correspondence received from Maryland Department of the Environment	GP § 3-305(b)(7)	Attorney-client privilege regarding legal advice	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Jessica Morris	No action
For legal advice on request from the Town of Easton regarding annexation	GP § 3-305(b)(7)	Attorney-client privilege regarding legal advice	Chuck Callahan, Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Patrick Thomas, Jessica Morris	No action



**TALBOT COUNTY, MARYLAND  
WEEKLY CASH STATEMENT  
07/30/2024**

**OPERATING FUNDS - SHORE UNITED BANK**

<b>OPERATING FUNDS AT</b>	<b>7/23/2024</b>	<b>\$11,997,058.17</b>
Returned Paymentus Payments		(7,981.57)
Returned Checks #2788, #1002		(5,327.90)
Deposits		16,620,099.54
Checks		(140,109.29)
ACH Disbursements		(642,241.96)
EFT's		(77,245.39)
Wire Transfers		0.00



<b>OPERATING FUNDS AT</b>	<b>7/30/2024</b>	<b><u>\$27,744,251.60</u></b>
<b>PETTY CASH FUNDS</b>		\$18,105.00
<b><u>INVESTMENT FUNDS</u></b>		
	<u>Yield</u>	
Maryland Local Government Investment Pool (MLGIP)	5.35%	\$22,241,600.55
Bayvanguard Bank	4.68%	\$10,787,531.34
Shore United Money Market Account	5.33%	\$78,328,246.76
<b>INVESTMENT FUNDS TOTAL</b>		<b><u>\$111,375,483.65</u></b>
<b><u>TOTAL ALL CASH AND INVESTMENTS</u></b>		<b><u><u>\$139,119,735.25</u></u></b>



**TALBOT COUNTY, MARYLAND  
WEEKLY CASH STATEMENT  
08/06/2024**

**OPERATING FUNDS - SHORE UNITED BANK**

<b>OPERATING FUNDS AT</b>	<b>7/30/2024</b>	<b>\$27,744,251.60</b>
Total ADP Payroll PPE 7/19/2024		(946,702.96)
Total ADP Monthly Payroll PPE 7/31/2024		(18,202.26)
Returned Checks #1105, #5083		(283.75)
Returned Paymentus Payments		(2,491.04)

Deposits		19,669,619.67
Checks		(175,457.31)
ACH Disbursements		(2,709,060.20)
EFT's		(94,579.27)
Wire Transfers		(701,033.56)
<b>OPERATING FUNDS AT</b>	<b>8/6/2024</b>	<b><u>\$42,766,060.92</u></b>
<b>PETTY CASH FUNDS</b>		<b>\$18,105.00</b>
<b>INVESTMENT FUNDS</b>		
	<u>Yield</u>	
Maryland Local Government Investment Pool (MLGIP)	5.35%	\$22,241,600.55
Bayvanguard Bank	4.68%	\$10,787,531.34
Shore United Money Market Account	5.33%	\$78,328,246.76
<b>INVESTMENT FUNDS TOTAL</b>		<b><u>\$111,375,483.65</u></b>
<b><u>TOTAL ALL CASH AND INVESTMENTS</u></b>		<b><u><u>\$154,141,544.57</u></u></b>

**TALBOT COUNTY, MARYLAND  
WEEKLY CASH STATEMENT  
08/13/2024**



**OPERATING FUNDS - SHORE UNITED BANK**

<b>OPERATING FUNDS AT</b>	<b>8/6/2024</b>	<b>\$42,766,060.92</b>
Returned Simplifile Payments		(1,819.33)

Returned Paymentus Payments		(45,332.33)
Total ADP Payroll PPE 8/2/2024		(938,672.33)
Deposits		8,100,815.61
Checks		(675,509.45)
ACH Disbursements		(1,568,393.86)
EFT's		(164,623.42)
Wire Transfers		(8,555,023.13)
Voided Check #372568		9,432.46
<b>OPERATING FUNDS AT</b>	<b>8/13/2024</b>	<b><u>\$38,926,935.14</u></b>
<b>PETTY CASH FUNDS</b>		\$18,105.00
<b>INVESTMENT FUNDS</b>		
	<u>Yield</u>	
Maryland Local Government Investment Pool (MLGIP)	5.32%	\$22,241,600.55
Bayvanguard Bank	4.68%	\$10,787,531.34
Shore United Money Market Account	5.33%	\$78,328,246.76
<b>INVESTMENT FUNDS TOTAL</b>		<b><u>\$111,375,483.65</u></b>
<b><u>TOTAL ALL CASH AND INVESTMENTS</u></b>		<b><u><u>\$150,302,418.79</u></u></b>