



TALBOT COUNTY, MARYLAND

County Council

MINUTES

November 12, 2024

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

- I. Agenda – The agenda of Tuesday, November 12, 2024, was brought forward for approval. Ms. Haythe made a motion to amend the agenda to accept the absentee ballot of Councilman Stepp; Ms. Mielke seconded the motion, and the Council approved the agenda, as amended, by voting 3 – 0 as follows:

Mr. Leshar – Aye
Ms. Mielke – Aye
Ms. Haythe – Aye

- II. Minutes – Mr. Leshar requested and received unanimous consent for approval of the Minutes of Tuesday, October 8, 2024.

- III. Disbursements – Mr. Callahan requested and received unanimous consent for approval of the Disbursements of Tuesday, November 5, 2024, and Tuesday, November 12, 2024.

- IV. Proclamation: Hunger and Homelessness Awareness Month – November 2024 – Prior to presentation of the proclamation, Jenna Marchi, Vice Chair, Talbot County Commission on the Aging, stated that homelessness of older adults is the fastest growing segment of the homeless population and that the Commission on the Aging continues to bring awareness of homelessness and food insecurity to the attention of the Talbot County community. The Clerk then read a proclamation into the record which spoke of the increasing number of individuals and families in the Talbot County community who are experiencing homelessness, the many reasons why homelessness may occur, and the various organizations in Talbot County whose mission is to provide sheltering and other supportive services to those experiencing homelessness and/or food insecurity. Representatives of several organizations in Talbot County which serve the homeless and/or food insecure segments of the community were in attendance, including Talbot Interfaith Shelter, St. Vincent de Paul, Neighborhood Service Center, Talbot County Public Schools, Mid-Shore Council on Family Violence and Mid-Shore Behavioral Health. Council expressed its appreciation to the organizations for the work they do. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the proclamation by voting 3 – 0 as follows:

Mr. Leshar – Aye
Ms. Mielke – Aye
Ms. Haythe – Aye

Ms. Mielke presented the Proclamation to representatives the Talbot County Commission on the Aging and representatives of the various organizations in attendance.

- V. Presentation of Certificates for Talbot Works Business Academy Graduates – Cassandra Vanhooser, Director, Economic Development and Tourism; Will Holmes, WHC - Ms. Vanhooser and Mr. Holmes expressed their appreciation to the Council for their support of the program whose purpose is to help businesses in Talbot County to succeed and grow through an 8-week entrepreneurship training program funded by the Maryland Rural Economic Development Fund. The program focuses on cash flow projections, sales and marketing, taxes and insurance, human resources, and how to obtain access to capital to ensure that the business owners can better understand their business so they can plan ahead with regard to hiring additional personnel, expansion, etc.; American Rescue Plan Act (ARPA) funds will provide small grants for future cohorts. Ms. Vanhooser then briefed the Council on recent accomplishments of some of the first cohort of 15 candidates who graduated in April 2024 and two candidates from the recent class spoke of what the program meant to them.

The Clerk read a Certificate of Completion into the record noting that all the candidates named had satisfactorily completed the program. Ms. Haythe presented the Certificates of Completion to the following Talbot Works Academy graduates: Stephanie DeFiglia, Two Tree Health Associates; Kiersten Mueller, Another Level Fitness; Edward L. Roberts, Sr., CUTZ by Eddie, LLC; Neoma Salvaje, Eleventh House Solutions; Kristi Shaw, Coastal Retreat Studios & Wellness; Kristin Tallent, Right Choice Plumbing & Rooter; Anijah Wilson, Libby's Loving Hands; and Lisa Wilson, Beauty of Restoration Treatment Center.

- VI. Update by Maryland Environmental Service – Tim Ford, Managing Director, Environmental Operations, Maryland Environmental Service; Gary Lasako, P.G., Senior Project Manager, Maryland Environmental Service – Mr. Ford and Mr. Lasako utilized a PowerPoint presentation to provide a brief history of the Midshore Agreement, an 80-year agreement between the counties of Caroline, Kent, Queen Anne's and Talbot for the handling of their solid waste management needs. Mr. Ford stated that each county is obligated to host a landfill facility within their respective county for 20 years. He stated that, following negotiations, a Memorandum of Understanding (MOU) had been reached to extend Midshore II in Ridgely, Caroline County, for 12 years, or until 2042, which will benefit all the participating counties; he outlined various components of the MOU, including fees to be paid to the host county, Caroline County, of \$3 per ton through December 2030, and \$6 per ton beginning in January 2031. He also outlined next steps for additional cells (Cell 1 and Cell 5) which are currently in the design phase, with construction anticipated to begin within the next year. With regard to Midshore III which will be hosted by Queen Anne's County, Mr. Ford stated that Maryland Environmental Service (MES) is awaiting submittal of supplemental zoning and land use information as requested by the Maryland Department of the Environment (MDE) and that MES has completed approximately 70% of environmental field work for the site. Mr. Lasako provided statistical information on total tonnage of solid waste and yard waste received, the number of scale house transactions conducted at the Midshore I transfer station in Talbot County; the number of Homeowner Drop-off (HODO) visits, tonnage of HODO waste received, and the number of HODO punch cards sold at Midshore I during the time period of April 2024 through September 2024. Mr. Lasako also provided Council with an update on MDE rules related to the flaring of methane from the utility flares at Midshore I, the consultant's recommendation on not enclosing the flares due to the volume of methane released at Midshore I, and MDE's review of the recommendation. Mr. Lasako stated that should MDE require the flares to be enclosed, the cost would be approximately \$500,000. Mr. Lasako also briefed the Council on the Midshore Regional Recycling Program, providing statistical information on tonnage of the various recyclable commodities taken in at the facility and a breakdown on the pricing for each which has put the recycling program in a favorable financial position with a net income of \$114,295. He stated that approximately \$26,000 has been set aside for each participating county as an operating reserve in

the event of a downturn in the recyclable market and that the funding, held by MES on behalf of the counties, can be used for any recycling or solid waste purpose. Mr. Lasako provided statistical information on the types and tonnages of household hazardous waste received at the most recent Household Hazardous Waste Day held on October 26, 2024, at the Midshore I Transfer Station. He concluded his comments by outlining several community outreach events in which Maryland Environmental Service participates. Council discussion ensued with Mr. Ford and Mr. Lasako as various facets of the presentation were brought forward. MES will continue to update the Council on a regular or as-needed basis.

- VII. Presentation of FY25 Senior Care Plan – Carrie Ottey, RN, BSN, Community Health Nurse Supervisor – Senior Services/AERS, Talbot County Health Department; Karine Ireland, Interim Talbot County Health Officer; Dr. Fahmi Fahmi, Deputy Medical Health Officer, Talbot County Health Department – Ms. Ottey utilized a PowerPoint presentation to provide a brief overview of the Senior Care Program, a statewide grant program funded through the Maryland Department of Aging which provides services for individuals aged 65 and over throughout the state who are at risk of placement in a nursing home to help them remain in their homes for as long as possible. Ms. Ottey stated that four core services are provided by the Program: screening for eligibility for services; a comprehensive assessment of individual needs by a visit to the person’s home; engagement of a case manager to facilitate and coordinate the services needed; and utilization of the pool of gap-filling funds which are used to purchase services for those meeting the Program’s eligibility requirements. Ms. Ottey also provided a history of the Senior Care Program in Talbot County, which began in 1982 as a pilot program for the State. She stated that Talbot County is one of only two counties in Maryland that administers the Senior Care Program at their respective health departments through the Adult Evaluation and Review Services (AERS) Program. She outlined eligibility guidelines for participating the program, the services provided to the 207 individuals who received services in FY24, provided various demographic information of the individuals receiving services, and the anticipated increase in the county’s population aged 60 and over by 2030. Ms. Ottey provided a breakdown of FY25 funding for the Senior Care Program, \$160,000 of which was received from the State and \$65,000 from Talbot County. Ms. Ottey then outlined several challenges facing the Program, including an increase in the cost of goods and services and the increasing need for caregivers. She stated that FY24 was the first time there was a waiting list for services; she also briefed the Council on the tremendous financial benefits of the Program versus placement in a nursing facility. Ms. Ottey expressed her appreciation to the various community partners who work with the Health Department to support the neediest elderly Talbot County citizens, and cited examples of how various entities contribute support. Council members expressed their appreciation to Ms. Ottey, Ms. Ireland, Dr. Fahmi and all those in attendance who help provide the much-needed services to the county’s most vulnerable senior population. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the FY25 Senior Care Plan for Talbot County by voting 3 – 0 as follows:

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

- VIII. Council Discussion of Proposed Text Amendment:

- Application by Shannahan Holdings Inc. of 8101 Tricefield Road, St. Michaels, Maryland 21663, located at 25145 St. Michaels Road, St. Michaels, Maryland 21663 (Talbot County Tax Map 32, Parcel 36) and Destination Holdings LLC located at 1228 S. Talbot Street, St. Michaels, Maryland (Talbot County Tax Map 32, Parcel 91)

was brought forward for discussion. Brennan Tarleton, Talbot County Planning Officer, stated that the applicants are requesting to have the Town Residential (TR) portions of the properties rezoned to General Commercial (GC). He stated that the St. Michaels Inn property is currently split zoned between General Commercial and Town Residential; the Shannahan Well property is currently zoned Town Residential and that neither of the land uses are currently permitted in the Town Residential zoning. He stated that under the State's regulations, there are the Maryland change or mistake requirements that are required to be met as part of the application and applicant contends that there is a mistake in the existing zoning classification of a portion of the St. Michaels Inn property and the entire Shannahan Well property. Council discussion ensued with Mr. Tarleton. Mr. Leshner, Ms. Haythe, and Ms. Mielke approved moving the applications forward to staff and the Planning Commission for their review and recommendation.

IX. Introduction of Administrative Resolution:

ADMINISTRATIVE RESOLUTION TO CHANGE THE STARTING TIME OF LEGISLATIVE SESSIONS OF THE COUNTY COUNCIL OF TALBOT COUNTY, MARYLAND was read into the record by the Clerk and brought forward for introduction. The Administrative Resolution was introduced by Ms. Haythe and Ms. Mielke. Council approved the Administrative Resolution by voting 5 - 0 as follows:

Mr. Callahan – Aye (via absentee ballot)
Mr. Stepp – Aye (via absentee ballot)
Mr. Leshner – Aye
Ms. Mielke – Aye
Ms. Haythe – Aye

The Administrative Resolution will take effect at the Council's next meeting on Tuesday, November 26, 2024.

X. Introduction of Numbered Resolution:

A RESOLUTION TO FORMALLY CLOSE WALLYS WAY AND BETHANY LANE AS COUNTY ROADS AND AUTHORIZE THE CONVEYANCE OF CERTAIN REAL PROPERTY DESCRIBED IN A DEED DATED DECEMBER 14, 1984, AND RECORDED AMONG THE LAND RECORDS OF TALBOT COUNTY, MARYLAND AT LIBER J.T.B. NO. 594, FOLIO 423, TO CHAMBERLAIN, LLC, FOR NO MONETARY CONSIDERATION was read into the record by the Clerk and brought forward for introduction. Prior to introduction, County Attorney, Patrick Thomas, stated that the County owns a 50-foot-wide strip of land that bisects the property located at 12354 Wallys Way in Cordova which was conveyed to the County to provide access to the property from Tappers Corner Road; Bethany Lane, which is also owned by the County, is also located on the property. Mr. Thomas stated that the owners of the property are requesting that the County close the two roads and convey the 50-foot strip of land so they can sell the property unencumbered. He stated that County staff has confirmed that neither the strip of land nor the roads are needed by the County and are not maintained on a regular basis. Council discussion ensued with Mr. Thomas. The resolution was introduced by Mr. Leshner, Ms. Haythe, and Ms. Mielke as Resolution No. 364. A public hearing was scheduled for Tuesday, December 10, 2024, at 5:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601. (The correct public hearing date of Tuesday, January 14, 2025, at 5:30 p.m. was advertised).

XI. County Manager’s Report:

- A. Talbot County Commission on the Aging – Requested Council approval of the appointment of Rachael Cox to a term on the Talbot County Commission on the Aging; said term will complete the unexpired term of William “Bill” Boos which will expire on April 1, 2026; requested the appointment of R. Andrew “Andy” Hollis to a three-year term on the Talbot County Commission on the Aging; said term will expire on April 1, 2027. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the appointments by voting 3 – 0 as follows:

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

- B. Talbot County Emergency Services Advisory Board – Requested Council approval for the appointment of Morris “Sonny” Jones, Jr. to a three-year term on the Talbot County Emergency Services Advisory Board as a representative of the Talbot County Fire and Rescue Association; said term will expire on February 1, 2027. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the appointment by voting 3 – 0 as follows:

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

- C. Frederick Douglass Park on the Tuckahoe Committee – Requested Council approval for the reappointment of Harriette Lowery to a five-year term on the Frederick Douglass Park on the Tuckahoe Committee as a citizen representative; said term will expire on November 1, 2029. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the reappointment by voting 3 – 0 as follows:

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

- D. Talbot County Historic Preservation Commission – Requested Council approval for the appointment of Brian McGunigle to a term on the Talbot County Historic Preservation Commission; said term will expire on July 1, 2026. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the appointment by voting 3 – 0 as follows:

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

- E. Maryland Association of Counties (MACo) Legislative Committee – Requested Council approval for the nomination of Keasha Haythe as the County’s primary member and Lynn Mielke as the County’s alternate member to the MACo Legislative Committee; the Legislative Committee is comprised of elected officials from

throughout the state. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the nominations as presented by voting 3 – 0 as follows:

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

- F. Talbot Family Network Board of Directors – Requested Council approval for the appointment of Matthew Sevon to a three-year term on the Talbot Family Network Board of Directors; said term will expire on June 30, 2027. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the appointment by voting 3 – 0 as follows:

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

- G. Talbot County Weed Control Committee – Requested Council approval for the reappointment of Jay Shortall to a three-year term on the Talbot County Weed Control Committee; said term will expire on July 1, 2027. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the reappointment by voting 3 – 0 as follows:

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

- H. Request from Department of Technical Services – Mr. Stamp stated that Brian LeCates, Director, Department of Emergency Services and Tommy Haddaway, Director, Department of Technical Services, will be requesting Council approval to purchase several items related to the build-out of the new 9-1-1 Center at the Marys Court building, the cost of the items was included in the County's FY25 Capital Improvement Project (CIP) budget. Mr. LeCates stated that the County is eligible for \$5.7 million in funding from the Maryland 9-1-1 Board to assist with build-out of the new 9-1-1 Center on Marys Court; however, some items are not eligible for the funding. He then requested Council approval to utilize FY25 CIP funding for the purchase of networking equipment hardware from e+ (ePlus) in the sum of \$670,152.27 for the new 9-1-1 Center on Marys Court; said purchase will be made by piggybacking on a State of Maryland contract. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the purchase as outlined by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- I. Request from Department of Technical Services – Requested Council approval to utilize FY25 CIP funding for the purchase of redundant fiber from Easton Utilities in the sum of \$159,562.44 to connect the Public Safety Complex on Marys Court to the

Operations Center on Port Street. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the purchase by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- J. Request from Department of Technical Services – Requested Council approval to utilize FY25 CIP funding for the purchase of computers for the new 9-1-1 Center at a cost of \$195,810.54; said purchase will be made by piggybacking on a National Cooperative Purchasing Alliance (NCPA) contract. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the request by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- K. Request from Department of Emergency Services – Requested Council approval to utilize FY25 CIP funding for the purchase of office furniture for the Public Safety Complex from Douron, Incorporated in the sum of \$233,496.96; said purchase will be made by piggybacking on a Maryland State contract. Council discussion ensued with Mr. LeCates who stated that as much furniture as possible is being re-used in the new facility and that his office is working with a State agency to repurpose some furniture which will result in receipt of several free items. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the purchase by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- L. Bid No. 22-07, ENGINEERING SERVICES COMPREHENSIVE WATER AND SEWER PLAN UPDATE – 2022-2023 REPORT OF THE REVIEW (Now 2024 Report of the Review) – Amendment No. 1 – Requested Council approval of Amendment No. 1 for Bid No. 22-07 in the sum of \$36,654. County Engineer, Ray Clarke, stated that at Council's request, he had provided additional information related to Amendment No. 1 on the work performed by the contractor for the project, Rauch, Inc., to complete the 2024 Report of the Review; if approved, it will bring the total cost of the contract to \$166,184. Council discussion ensued with Mr. Clarke. Upon motion by Ms. Haythe, seconded by Mr. Mielke, the Council approved Amendment No. 1 by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- M. Bid No. 23-10, TALBOT COUNTY, MARYLAND – SANITARY DISTRICT SEPTIC TANK EFFLUENT PUMP (STEP) SYSTEM INSTALLATION AND CONNECTION – RESOLUTION 235 – County Engineer, Ray Clarke, stated that seven (7) bids had been received for Bid No. 23-10 on October 30, 2024, and he outlined the process by which the bids were submitted for various segments of the project, the number of bidders for each segment, and the wide variances in prices for the proposals submitted. Mr. Clarke stated that his office had reviewed the proposals submitted with the Maryland Department of the Environment (MDE) in an effort to reduce the overall cost to the property owners and that it is his recommendation that all bids be rejected. Mr. Stamp then requested Council approval of the County Engineer's recommendation to reject all bids for Bid No. 23-10 and stated that he concurred with Mr. Clarke's recommendation. Mr. Stamp stated that the Department of Public Works will work with MDE to bring costs down and will seek additional grants to assist with same. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the recommendation to reject all bids received for Bid No. 23-10 by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- N. Bid No. 24-18, FAIRBANKS LANDING PIER RE-DECKING – TALBOT COUNTY, MARYLAND – Requested Council approval to award Bid No. 24-18 to the lowest responsive and responsible bidder, Sweitzer Marine Company, LLC in the sum of \$54,395; said project is fully reimbursable by the Maryland Department of Natural Resources. Upon motion Ms. Haythe, seconded by Ms. Mielke, the Council approved the award by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- O. Request for Letter of Support – Requested Council approval to forward a letter in support of Envision the Choptank Collaborative's proposal to participate in Maryland's Whole Watershed Grant Program; no County funding is required. Council discussion ensued with Alan Girard, Maryland Director of Advocacy, Chesapeake Bay Foundation, who outlined the Whole Watershed Grant Program, which resulted from an assessment of progress on restoration of the Chesapeake Bay by the various programs whose goals are to restore and protect the Bay. Mr. Girard stated that the General Assembly responded to the assessment requesting that the State's agencies – the Department of the Environment, the Department of Agriculture, and the Department of Planning – streamline permitting and invest significant resources of up to \$20 million per year over a five-year term to each of the watersheds across the state. He stated that the Envision the Choptank Collaborative is requesting to bring funding resources to Talbot and Caroline counties and the jurisdictions that serve the upper portion of the Choptank Watershed in an effort to make progress on stormwater and wastewater improvements. Mr. Girard stated that Envision the Choptank Collaborative focuses on involving communities in developing solutions which will then be

submitted to the State. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved forwarding a letter in support of Envision the Choptank Collaborative's proposal by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

Brennan Tarleton, Talbot County Planning Officer, has agreed to be Talbot County's point of contact for the Grant Program.

- P. Request for Approval of Public Works Agreement for Talbot County Community Center Access Improvements – County Attorney, Patrick Thomas, stated that the Public Works Agreement before Council for consideration was referenced in the Development Rights and Responsibilities Agreement (DRRA) previously approved by the Council and provides for the construction of the new Community Center entrance, roadway and sign relocation (approved by the Town of Easton), and includes landscaping and stormwater management. Mr. Thomas stated that all the work referenced will be done by Shore Health System at its sole cost; the Town of Easton and Talbot County will provide oversight of the project. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the Public Works Agreement by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- Q. Request for Approval of Stormwater Management Covenants and Deed of Easement for the Regional Medical Center Project – County Attorney, Patrick Thomas, stated that with Council's approval of the Public Works Agreement for Talbot County Community Center Access Improvements, State law requires approval of the covenants and a deed of easement for stormwater management as part of the development project. Upon motion by Ms. Mielke, seconded by Ms. Haythe, the Council approved the Stormwater Management Covenants and Deed of Easement for the Regional Medical Center Project by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

- R. Bid No. 24-12, UPDATE OF THE TALBOT COUNTY, MARYLAND COMPREHENSIVE PLAN – Requested Council approval of the recommendation of the Talbot County Planning Officer to award Bid No. 24-12 to Wallace Montgomery & Associates, LLP in the sum of \$151,550 as the consultant for the update of the Comprehensive Plan; funding for the project is included in the FY25 Budget. Council discussion ensued with Brennan Tarleton, Planning Officer, who outlined the selection of the consultant by a committee comprised of two members of the Planning

Commission, a County Council member, the County Manager, Bryce Yelton, Assistant Planning Officer, and himself. Upon motion by Ms. Haythe, seconded by Ms. Mielke, the Council approved the award by voting 4 – 0 as follows:

Mr. Leshner – Aye
Mr. Stepp – Aye (via absentee ballot)
Ms. Mielke – Aye
Ms. Haythe – Aye

XII. Public Comments: There were no public comments.

XIII. Council Comments:

Ms. Haythe - No comments.

Ms. Mielke – No comments.

Mr. Leshner - Mr. Leshner stated that he had had the privilege to attend and participate in the Waterfowl Festival this past weekend and had read in today's *Star Democrat* that the event was attended by 25,000 people. He stated that, in his opinion, it is hard to overstate the economic and cultural impact of the Waterfowl Festival on the community and it is truly an impressive effort driven by volunteers in our community. He expressed his appreciation to members of the community who were involved in any way, even if simply attending. Mr. Leshner stated that he, Ms. Mielke and Mr. Stepp had attended the Veterans Day ceremony at the VFW on Glebe Road and that, in his opinion, it was a very meaningful ceremony which recognized veterans in the Talbot County community. Mr. Leshner concluded his comments by stating that he would not be in attendance for the Tuesday, November 26th Council meeting, but would participate by phone and would leave sealed ballots for Council's election of officers.

Upon motion by Ms. Stepp, seconded by Ms. Mielke, the Council voted to adjourn by voting 3 – 0 as follows:

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

The next Council meeting is scheduled for Tuesday, November 26, 2024. The Council will convene in Open Session at 3:30 p.m. in Open Session and immediately adjourn into Closed Session, as listed on the statement for closing the meeting, and for the regularly scheduled meeting at 5:00 p.m.

The meeting adjourned at 8:05 p.m.

The transcript of the November 12, 2024, County Council meeting is available for review in the Office of the Talbot County Manager during regular office hours.

XIV. Summary of Closed Session Held on November 12, 2024:

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

Time of closed session: 5:05 p.m. to 5:30 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: Haythe, Leshner, Mielke, Stepp
 Members opposed: None
 Abstaining: None
 Absent: Callahan

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

Topic Description	Statutory Authority	Reason for Closed Session Discussion	Persons Present	Action Taken
To discuss appointments to various County boards and committees	GP § 3-305(b)(1)(i)	Public discussion would discourage individuals from volunteering to serve	Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Jessica Morris, Patrick Thomas	No action
For legal advice on Public Service Commission’s Case No. 9723	GP § 3-305(b)(7)	Attorney-client privilege regarding legal advice	Pete Leshner, Keasha Haythe, Lynn Mielke, Dave Stepp, Clay Stamp, Jessica Morris, Patrick Thomas	No action

XV. Work Session on Proposed County Reserve Policies – Clay Stamp, County Manager, Martha Sparks, Talbot County Finance Director, and Representatives from Davenport & Co. – The Council held a work session with Ms. Sparks; Jennifer Dierksen, Senior Vice President, Davenport & Co. and Susan Ostazeski, Vice President, Davenport & Co. on Tuesday, November 12, 2024, at 4:00 p.m. in the Bradley Meeting Room. The purpose of the work session was to review the County’s current reserve policy and to propose changes to ensure that the policy reflects the current methodology used by the three national ratings agencies which now put a greater emphasis on the financial policies of local governments, particularly with regard to reserves; incorporates best practices, and clearly communicates to the current Council, future Councils and the public the purposes for which the reserves can be used. Ms. Ostazeski outlined the importance and benefits to having comprehensive financial policies, outlined several components of the current reserve policy, including the County’s goal of maintaining at least 15% of General Fund Expenditures in its Rainy Day Fund, which it has done for the last 10 audited fiscal years. Ms. Ostazeski stated that it is Davenport’s recommendation that the County increase the percentage to 20%; establish a Risk

Mitigation Reserve Fund Policy to equal 6% of General Fund Expenditures; and establish a Permanent Public Improvements Reserve Fund Policy equal to 4% of General Fund Expenditures, and outlined the purpose of each. Each appropriation would require recommendation by the County Manager and approval by the County Council. Council discussion ensued with the Davenport representatives, Mr. Stamp and Ms. Sparks. The work session concluded at 4:50 p.m.



**TALBOT COUNTY,
MARYLAND
WEEKLY CASH
STATEMENT
11/05/2024**

OPERATING FUNDS - SHORE UNITED BANK

OPERATING FUNDS AT	10/29/2024	\$16,703,785.84
Total ADP Payroll PPE 10/25/2024		(942,262.98)
Returned Checks #5991, #368, #523, #5507, #5508, #5509, #5511		(4,535.74)
Deposits		1,666,749.71
Checks		(91,981.10)
ACH Disbursements		(444,505.52)
EFT's		(105,717.95)
Wire Transfers		(491,968.93)

OPERATING FUNDS AT	11/5/2024	<u>\$16,289,563.33</u>
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PETTY CASH FUNDS	\$18,105.00
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INVESTMENT FUNDS

	<u>Yield</u>	
Maryland Local Government Investment Pool (MLGIP)	4.84%	\$22,542,441.42
Bayvanguard Bank	4.68%	\$10,872,953.91

Shore United Money Market Account	5.33%	\$79,040,571.99
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**INVESTMENT FUNDS
TOTAL**

\$112,474,072.32

TOTAL ALL CASH AND INVESTMENTS

\$128,763,635.65



**TALBOT COUNTY,
MARYLAND**

OPERATING FUNDS - SHORE UNITED BANK

OPERATING FUNDS AT	11/5/2024	\$16,289,563.33
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Airport Merchant Portal Hosting 10/2024	(11.00)
Repurposing Merchant Portal Hosting 10/2024	(15.00)
Roads Merchant Portal Hosting 10/2024	(15.00)
Deposits	4,321,569.01
Checks	(46,779.51)
ACH Disbursements	(1,348,888.93)
EFT's	(62,153.87)
Wire Transfers	(420,031.20)

OPERATING FUNDS AT	11/12/2024
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\$18,733,237.83

PETTY CASH FUNDS

\$18,105.00

INVESTMENT FUNDS

	<u>Yield</u>	
Maryland Local Government Investment Pool (MLGIP)	4.83%	\$22,542,441.42
Bayvanguard Bank Shore United Money	4.68%	\$10,872,953.91
Market Account	5.33%	\$79,040,571.99
INVESTMENT FUNDS		
TOTAL		<u>\$112,474,072.32</u>
<u>TOTAL ALL CASH AND INVESTMENTS</u>		<u>\$131,207,310.15</u>