



TALBOT COUNTY, MARYLAND

County Council

MINUTES

December 8, 2015

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

- I. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, December 8, 2015.
- II. Minutes – Mr. Pack requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, November 10, 2015.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, December 1, 2015 and Tuesday, December 8, 2015.
- IV. Council Recognition of Talbot County State’s Attorney, Scott Patterson – Mr. Patterson was brought forward and recognized for having recently been sworn in as a member of the bar of the Supreme Court of the United States. Mr. Patterson stated that the Dean of the law school at Washington and Lee University, where he had attended law school, had sponsored his admission to the Court. Mr. Patterson then briefed the Council on his visit to the high court and the swearing-in ceremony. He stated that admittance to the Supreme Court Bar allows an attorney to appear in front of the nine justices to argue cases. Council congratulated Mr. Patterson on his accomplishment.
- V. Update from Sam McGill, Vice President and General Manager, Atlantic Broadband (Delmar), LLC – Mr. McGill, current VP and General Manager of Atlantic Broadband (Delmar), LLC briefed the Council on upgrades made by the cable broadband provider since assuming ownership of Charter Communications in 2004, including digital, high speed data and internet speeds, TiVO, video on demand, etc. He advised that Liz Michelson, currently with the Florida Atlantic Broadband systems, will assume VP and GM duties for this territory at the end of December, 2015. He stated that Atlantic Broadband, a wholly-owned subsidiary of Cogeco Cable, Inc. of Montréal, Québec, has a long-term commitment to the cable system in Talbot County, is continuing to look for areas into which to expand such as the Highbanks community, and is willing to discuss partnerships with the County with regard to those expansions. Council discussion ensued with Mr. McGill regarding various factors related to the cost of provision of cable services to areas which do not meet the minimum requirement for number of houses per mile criteria required by Atlantic Broadband. Council requested that once Ms. Michelson assumes her responsibilities that she participate in current on-going discussions with the Town of Easton and their cable affiliate, the Maryland Cooperative Extension, and the County regarding the provision of cable services in Talbot County. Council also requested that Ms. Michelson provide a map of the current Atlantic Broadband service area for Talbot County.
- VI. Presentation by Chesapeake Multi-Cultural Resource Center – Matthew Peters, Director, Chesapeake Multicultural Resource Center; Melissa Micriotti, Director of Administration and Finance, Chesapeake Multicultural Resource Center – Mr. Peters and Ms. Micriotti utilized a PowerPoint presentation to brief the Council on services provided by the Chesapeake Multi-Cultural Resource Center since its founding in 2012 to assist an increasing number of primarily unaccompanied Hispanic minors arriving in Talbot

County; youth served are predominantly from Guatemala and Honduras but youth from other countries also receive resource services at the Center. The Center, which employs four full-time staff, focuses on youth development, adult education, and community outreach/awareness, also acts as a resource center to provide assistance with citizenship classes, completing paperwork for doctors' appointments, and obtaining Maryland drivers' licenses. The Center provides an after-school program for approximately 120 students at Easton Elementary School and recently initiated an after-school program for high school students. Chesapeake Multi-Cultural Resource Center receives its funding from private donations and grants.

VII. Continuation of Public Hearing:

Bill 1323, A BILL TO ESTABLISH THE "SUSTAINABLE TOURISM AND REINVESTMENT DISTRICT" TO PERMIT CONSIDERATION OF PROPOSALS TO REDEVELOP AND REINVEST IN CERTAIN EXISTING TOURISM-RELATED FACILITIES, TO SPECIFY THE DISTRICT'S PURPOSE, DISTRICT REQUIREMENTS, PERMITTED USES AND BULK REQUIREMENTS; TO ESTABLISH A PROCESS FOR APPLICATION, REVIEW, AND APPROVAL OF SUCH DISTRICTS, AND GENERALLY RELATING TO SUSTAINABLE TOURISM AND REINVESTMENT DISTRICTS was read into the record by the Clerk and brought forward for continuation of the public hearing of Tuesday, November 24, 2015. Prior to the public hearing, County Attorney Mike Pullen stated that following the public hearing, several amendments to the legislation had been drafted which clarified the intent of the legislation; both the original legislation, as introduced, and the proposed amendments, are posted on the County's website. Mr. Pullen outlined each proposed amendment and Planning Officer, Mary Kay Verdery, stated that she, Mr. Pullen, Bill Stagg of Lane Engineering and Zachary Smith, attorney representing proposed developer, had met with residents of the Hambleton Cove and Martingham communities to review the plans submitted to the County related to expansion of the Martingham golf course under its current non-conforming use classification. Council had requested that the meeting take place prior to continuation of the November 24, 2015 public hearing on December 8th; Ms. Verdery stated that the meeting had taken place on December 1, 2015. She reiterated that until such a time as legislation may be in place which permits other than in-kind replacement structures, none can be implemented. She stated that the Planning Commission supports the legislation, with two proposed amendments, one of which has not yet been incorporated into the legislation. The public was then afforded an opportunity to comment on the legislation. At Council's request, the public hearing was continued to Tuesday, December 22, 2015 at 6:30 p.m. to allow time for any additional amendments to the legislation to be provided in printed form. The public hearing will take place in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland.

VIII. Public Hearing:

Bill No. 1324, A BILL TO REPEAL OFFICIAL ZONING MAP 25 OF TALBOT COUNTY, AND REENACT THE SAME WITH AN AMENDMENT CHANGING THE ZONING DISTRICT OF PARCELS 130, 131, 132, 133, 134, 135 AND 136, DESCRIBED COLLECTIVELY AS "CLEARVIEW PARCELS", FROM THE TOWN RESIDENTIAL (TR) ZONING DISTRICT TO GENERAL COMMERCIAL (GC) ZONING DISTRICT was read into the record by the Clerk and brought forward for public hearing and the public was afforded an opportunity to comment on the legislation. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, Bill No. 1324 was brought to third reader. Upon motion by Mr. Bartlett, and unanimous consent of the Council, a full reading of Bill No. 1324 was waived. The Council approved Bill No. 1324 by voting 5 – 0 as follows:

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

Bill No. 1324 will take effect as provided for in the legislation.

- IX. Update by Talbot County Golf Board – Owen Sutherland, Golf Course Superintendent; John Robinson, Chairman, Talbot County Golf Board; Mel Newell, Member, Talbot County Golf Board; Jim Willey, Member, Talbot County Golf Board; Lance Hogan, Acting Head Golf Professional, Hog Neck Golf Course – Mr. Sutherland and Mr. Hogan provided a PowerPoint presentation which outlined improvements and accomplishments made at Hog Neck Golf Course in 2015. Improvements include the purchase of new course equipment to increase staff effectiveness and to provide better course conditions; providing updated inventory in the Pro Shop; increased participation in community events; more social media presence; and the hosting of local high school golf team practices and tournaments at no cost, etc., all of which has contributed to a 25% increase in the number of rounds of golf. Mr. Sutherland and Mr. Hogan stated that, in their opinion, the increase is partially due to the better course conditions; the average national increase of rounds of golf is 2%. Mr. Sutherland also briefed the Council on the five and ten-year strategic plans for the Hog Neck Golf Course with regard to planned course improvements, promotion of the facility and potential revenue generation. He stated that 2016 marks the 40th anniversary of the facility; plans are in process to promote the milestone through various media outlets. Council discussion ensued with Mr. Sutherland, Mr. Hogan, and Golf Board representatives. The Council commended Mr. Sutherland, Mr. Hogan and the staff of Hog Neck Golf Course for their initiatives for the golf course facility to date. The Golf Board will continue to update the Council on a regular or as needed basis.
- X. Quarterly Update by Talbot County Sheriff, Joe Gamble – Sheriff Gamble stated that the School Resource Officer who began his duties at Easton High School in September has connected with approximately 100 students thus far who talk to him on a regular basis. He stated that gaining the trust of the young people at the school has led to safer schools and the community at large. He stated that the Sheriff's Office, through its partnership with the Health Department, works with Jay Frost of the Health Department to provide in-person peer support to individuals who are seeking help with addiction or substance abuse issues. Sheriff Gamble stated that beginning in January 2016, his office will be joining the Maryland Internet Crimes Against Children Task Force whereby the Maryland State Police will refer cases involving suspected Internet sexual predators in Talbot County to the Talbot County Sheriff's Office for investigation. He stated that no additional manpower is required, the training is free to the County, and the process will provide deputies the benefit of working with various other law enforcement agencies and personnel throughout the state. Sheriff Gamble stated that his office also anticipates setting up a Crime Solvers type anonymous tip line whereby advertisements for those wanted for certain crimes could be posted, or a reward for information leading to an arrest and conviction could be offered; Talbot County currently does not have any such tip line. Sheriff Gamble provided information on the number of arrests by his department in 2015 versus 2014, and stated that approximately \$30,000 had been seized by the Drug Task Force. Council discussion ensued with Sheriff Gamble regarding various matters related to public safety. Sheriff Gamble will continue to update the Council on a regular or as needed basis.
- XI. County Manager's Report:
- A. CHANGE ORDER #3, BID NO. 15-16, TALBOT COUNTY ROADS - GOLDSBOROUGH NECK ROAD CULVERT REPLACEMENT – Requested Council approval of Change Order #3 to Bid No. 15-16 in the sum of \$33,979.31 bringing the total contract balance to date to \$203,679.31; said change order includes \$3,640.00 for guardrail work at and \$30,339.31 for

repair of stormwater related damages and emergency bypass pumping. Council discussion ensued with Mr. Clarke regarding the specifics of the change order. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the Change Order by voting 5– 0 as follows:

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

- B. BID NO. 15-35, 2016 TALBOT COUNTY TRAVEL GUIDE PROJECT - TALBOT COUNTY, MARYLAND – Requested Council approval to award Bid No. 15-35 to Chesapeake Bay Media, LLC in a sum of up to \$24,000. Cassandra Vanhooser outlined for Council the rationale for requesting that the project to design a travel guide, sell advertising for same, print the product and distribute 50,000 copies of the travel guide be awarded to Chesapeake Bay Media, LLC. She stated that, although not the lowest bidder, in her opinion, the RFP submitted by Chesapeake Bay Media, LLC represents the best deal for the County. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved awarding Bid No. 15-35 to Chesapeake Bay Media, LLC by voting 5 – 0 as follows:

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

- C. Request from Roads Department - Requested Council approval to have the Roads Department purchase three International dump trucks, with plows and spreaders, from EW Truck Sales of Easton, Maryland for the total sum of \$385,500; funding for the purchase was appropriated by Council through the recent approval of Bill No. 1321. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved purchase of the trucks by voting 5 – 0 as follows:

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

- D. Public Comment Session on draft Comprehensive Plan – Mr. Hollis stated that the Council will hold a public comment session on the draft Comprehensive Plan on Monday, December 14, 2015 from 5:00 p.m. to 7:00 p.m. in the Meeting Room of the Talbot County Free Library in Easton. Citizens are encouraged to attend and to submit written comments.

XII. Council Comments:

Ms. Williams - No comments.

- Mr. Bartlett – Mr. Bartlett stated that he is looking forward to attending the MACo Winter Conference at the Hyatt in Cambridge later this week to meet with other elected officials and members of the Governor’s Cabinet.
- Ms. Price - Ms. Price concurred with Mr. Bartlett’s comments.
- Mr. Callahan - Mr. Callahan stated that he hoped everyone had had a good Thanksgiving and stated that, in his opinion, the Council was going to enjoy the Winter MACo Conference. He stated that Governor Hogan, along with Comptroller Peter Franchot are coming to Easton on Friday to do some shopping, beginning at Crackerjacks to let everyone know that he is doing well. Mr. Callahan concluded his comments by stating that he is looking forward to seeing the Governor.
- Mr. Pack - No comments.

XIII. Upon motion by Mr. Callahan, seconded by Ms. Price, the Council voted to adjourn to Executive Session for discussion of legal, personnel and real estate matters, to reconvene on Monday, December 14, 2015 at 5:00 p.m. for a public comment session on the draft Comprehensive Plan, and to reconvene on Tuesday, December 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 5 – 0 as follows:

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

The meeting adjourned at 4:28 p.m.

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

- XIV. Work Session on Oxford Conservation Park – Ray Clarke, County Engineer; Preston Peper, Director, Department of Parks and Recreation; Terry Martin, Senior Engineer, Department of Public Works; Warren Warren Edwards, Roads Superintendent; Jeremy Rothwell, Planner; Steve Torgerson, Consultant, A. Morton Thomas and Associates, Inc. – The Council held a work session with staff on Tuesday, December 1, 2015 at 4:30 p.m. to discuss strategies for moving forward with the Oxford Conservation Park project since bids received for Phase I of the project were three times more than anticipated. Staff presented a scaled back version of Phase I as originally presented by the consultant, and stated that, in their opinion, the scaled back version still accomplishes the goals of Phase I as originally envisioned; a detailed map of the new proposal was provided to Council for their review and consideration. Council discussion with staff ensued regarding the various facets comprising Phase I; at Council’s request, staff will present the new proposal for Phase I to the Town of Oxford as soon as possible.
- XV. Focus Work Group Review of draft Comprehensive Plan with County Council – The Council met with the Focus Work Group at 4:00 p.m. on Monday, December 7, 2015 in the Wye Oak Room at the Talbot County Community Center. The purpose of the meeting was to review the redlined version of the draft Comprehensive Plan with the members of Work Group who had been selected by the Council to represent the various segments of the Talbot County community. Prior to discussion of the draft Comprehensive Plan, Mr. Pack read a brief bio of each of the members: Thomas Alspach, Frank Cavanaugh, Daphne

Cawley, Carolyn Ewing, Greg Gannon, Kirke Harper, Ed Heikes, Cheryl Lewis, Mike Mielke, Geoff Oxnam, Joe Secrist, Alan Silverstein, Dan Watson, Jean Weisman, and Brenda Wooden, into the record. Council discussion ensued with the members regarding the various topics outlined in the draft Comprehensive Plan; the members provided their thoughts on, and recommendations for, the document. A public comment session is scheduled for Monday, December 14, 2015 from 5:00 p.m. to 7:00 p.m. in the Meeting Room of the Talbot County Free Library, 100 West Dover Street, Easton.

XVI. On Tuesday, December 8, 2015, an Executive Session of the Talbot County Council convened at 12:35 p.m. in the Bradley Meeting Room and the County Council Conference Room. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council met in Executive Session by voting 4 – 0 as follows:

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

Ms. Price arrived at 12:38 p.m.

In accordance with State Article § 10-508 (a)(1)(i)(7)(8) the purpose of the Executive Session was for a legal matter for an update on a legal matter involving the County; and for personnel matters to discuss appointments to various County boards and committees; to discuss filling a vacancy at Hog Neck Golf Course; to discuss compensation for public safety employees; and to discuss assignment of Liquor Board duties. The Executive Session recessed at 1:40 p.m. and reconvened at 4:40 p.m. The Executive Session ended at 6:05 p.m.

CASH STATEMENT 12/01/2015

BALANCE 11/24/2015	\$33,944,943.70
INTEGRA THRU 11/23/2015	(99,793.59)
ST ADMIN ELEC BRD PPE 11/10/2015	(8,292.28)
DEPOSITS	544,906.13
CHECKS	(726,715.43)
VOID CKS #302916 & #303162	308.07

BALANCE 12/01/2015 33,655,356.60

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	0.00
AIP37	16,762.37
AIP39	73,794.25
AIP40	30,252.21
AIP41	39,343.53

AIRPORT ACCOUNTS TOTAL BALANCE 160,152.36

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.09%	18,000,000.00

TOTAL INVESTED	<u>\$18,000,000.00</u>
PETTY CASH BALANCE	<u>\$15,570.00</u>
GRAND TOTAL ALL FUNDS	<u>\$51,831,078.96</u>

CASH STATEMENT 12/08/2015

BALANCE 12/01/2015	\$33,655,356.60
INTEGRA THRU 11/30/2015	(8,762.05)
INTEGRA 12/15	(18,215.79)
BOARD OF EDUCATION 11/2015	(2,931,331.00)
WELLS FARGO/GC EQUIPMENT LEASE 11/30/2015	(4,222.00)
GOCCP GRANT BJAG 2011-0064	33,955.29
RETURNED CHECK	(157.50)
PAYROLL – FD/SS/MS WH PPE 11/20 & 11/30/2015	(142,580.67)
MD WH	(34,954.91)
PENSION DED	(32,233.11)
FLEX SPENDING ACCT	(3,272.49)
ACH TRANSFER	(13,931.75)
SECU DED	(5,224.47)
DEFERRED COMP	(10,811.78)
DEPOSITS	989,476.38
CHECKS	(801,513.99)
VOID CKS # 296983, 297871, 303794, & 303795	2,892.01
BALANCE 12/08/2015	<u>30,674,468.77</u>

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	0.00
AIP37	16,762.37
AIP39	73,794.25
AIP40	30,252.21
AIP41	39,343.53

AIRPORT ACCOUNTS TOTAL BALANCE	<u>160,152.36</u>
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INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.09%	18,000,000.00

TOTAL INVESTED	<u>\$18,000,000.00</u>
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PETTY CASH BALANCE	<u>\$15,570.00</u>
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GRAND TOTAL ALL FUNDS	<u>\$48,850,191.13</u>
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