



# TALBOT COUNTY, MARYLAND

County Council

MINUTES

February 14, 2017

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

- I. Agenda – The Agenda of Tuesday, February 14, 2017 was brought forward for approval. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved removing *Item VII, Presentation of Proclamation: 20<sup>th</sup> Anniversary of Winterfest EMS* from the agenda and rescheduling to the agenda of Tuesday, February 28, 2017 by voting 5 – 0 as follows:

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

Upon motion by Ms. Price, seconded by Mr. Pack, the Council approved adding *Introduction of Miguel Salinas, Assistant Planning Officer*, to the agenda by voting 5 – 0 as follows:

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

The Agenda of February 14, 2017 was unanimously approved as amended.

- II. Minutes – Ms. Williams requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, January 24, 2017.
- III. Disbursements – Ms. Williams requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, January 31, 2017, Tuesday, February 7, 2017, and Tuesday, February 14, 2017.
- IV. Introduction of Miguel Salinas, Assistant Planning Officer – Mary Kay Verdery, Planning Officer, introduced Miguel Salinas as the new Assistant Planning Officer for Talbot County. Ms. Verdery stated that Mr. Salinas comes to Talbot County from Loudoun County, Virginia where he served as the Deputy Director of the Department of Economic Development with a concentration on business recruitment, retention/expansion and coordinated legislative, fiscal, and administrative activities. She stated that Mr. Salinas also brings to Talbot County the skills and expertise he gained as a senior planner in Loudoun County and as principal planner and planning director in New Mexico where he focused on comprehensive planning projects, rezoning and heritage resource polices, and master and area plans, land-use review, long range planning and code enforcement, respectively. Council welcomed Mr. Salinas and his family to Talbot County.

- V. Presentation of Proclamation: February as Career and Technical Education Month<sup>®</sup> - Prior to presentation of the proclamation, Pam Clay, Career & Technology Education Curriculum Supervisor, Talbot County Public Schools, gave a brief synopsis of her background as both a vocational and college preparatory student in Talbot County Public Schools as well as a teacher in the Talbot County school system. She stated that at the present time, Talbot County Public Schools offers 14 programs for career and technology education for industry certification while also preparing the students for college; 161 students from the Class of 2016 graduated with a career and technology education certification. Ms. Clay and Dr. Kelly Griffith, Superintendent, Talbot County Public Schools, provided a brief outline of the programs currently offered and those soon to be initiated. The Clerk then read a proclamation into the record which spoke of the career exploration opportunities provided by career and technical education to allow students to hone their skills in order to better prepare for both the workforce and postsecondary education. Upon motion by Mr. Pack, seconded by Mr. Bartlett, the Council approved the proclamation by voting 5 – 0 as follows:

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

Mr. Callahan presented the Proclamation to Ms. Clay, Dr. Griffith, Helga Einhorn, Assistant Superintendent, Talbot County Public Schools, and Susie Hayward, Member, Talbot County Board of Education, who accepted on behalf of Talbot County Public Schools.

- VI. Presentation of Proclamation: February as National Children’s Oral Health Month – Prior to presentation of the proclamation, Shelley Andrews, Director of Community-Based Programs and Marketing, Choptank Community Health System, Inc., presented statistical information regarding the oral health of children in Maryland, stating that the Eastern Shore has the highest percentage of children with tooth decay at 39%. She then briefed the Council on the negative impacts of dental disease on children and the efforts made by Choptank Community Health System, Inc.’s School-Based Dental Programs in Talbot, Dorchester and Caroline counties to treat and reduce tooth decay. Council discussion ensued with Ms. Andrews. Sara Rich, CEO, Choptank Community Health System, Inc., briefed the Council on expansion of school-based health centers, dental services and pediatric physician services in Talbot County in 2016, specifically in St. Michaels and Easton. The Clerk then read a proclamation into the record which acknowledged the prevalence of tooth decay in children and emphasized the value of good oral hygiene and regular dental treatment. Council members expressed their appreciation to Ms. Andrews and Ms. Rich for the services provided by Choptank Community Health System, Inc. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the proclamation by voting 5 – 0 as follows:

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

Mr. Bartlett presented the Proclamation to Ms. Andrews and Ms. Rich who accepted on behalf of Choptank Community Health System, Inc.

VII. Introduction of Legislation:

A BILL TO ADOPT A LOCAL AMENDMENT TO THE MARYLAND BUILDING PERFORMANCE STANDARDS (THE “STANDARDS”) EXEMPTING PARCELS OF LAND GREATER THAN ONE (1) ACRE IN SIZE FROM THE RESIDENTIAL POOL BARRIER REQUIREMENTS IN THE STANDARDS PURSUANT TO PUBLIC SAFETY ARTICLE § 12-504, MARYLAND CODE ANNOTATED was read into the record by the Clerk and brought forward for introduction. Prior to introduction, County Attorney, Michael Pullen, stated that the proposed legislation is a local amendment to the Maryland Building Performance Standards. He stated that while State law requires local jurisdictions to adopt the Standards, it also permits the jurisdictions to adopt amendments to the Standards. Mr. Pullen stated that the proposed legislation would retain the County’s existing rule for fences around pools which it has had for quite some time. The legislation was introduced by Mr. Bartlett, Mr. Callahan, Mr. Pack, Ms. Price, and Ms. Williams as Bill No. 1353. A public hearing was scheduled for Tuesday, March 14, 2017 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, Maryland 21601.

VIII. Public Hearings:

Resolution No. 238, A RESOLUTION COMMENDING THE VILLAGE CENTER BOARD (“BOARD”) FOR THEIR WORK ON TALBOT COUNTY’S COMPREHENSIVE PLAN, EXPRESSING THE COUNCIL’S APPRECIATION TO THE BOARD FOR ACCOMPLISHING THEIR MISSION AND DISCHARGING THE BOARD WITH THE THANKS OF THE COUNCIL, was read into the record by the Clerk and brought forward for public hearing and the public was provided an opportunity to comment on the legislation. Council members commended the members of the Village Center Board for the time, effort and commitment to the planning process for the Comprehensive Plan and commended Frank Cavanaugh, Janet Hammed and Kirke Harper for their leadership since the inception of the Board. The Master Plans for villages which submitted same are included as a reference in an appendix to the 2016 Comprehensive Plan. Upon motion by Mr. Bartlett, seconded by Mr. Callahan, the Council approved Resolution No. 238 by voting 5 – 0 as follows:

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

Resolution No. 238 is effective immediately.

Resolution No. 240, A RESOLUTION TO CHANGE THE TRAFFIC CONTROL REQUIREMENTS IN THE CONSTRUCTION SPECIFICATIONS FOR COUNTY ROADWAYS was read into the record by the Clerk and brought forward for public hearing. Prior to the public hearing, County Attorney, Michael Pullen, stated that the resolution is offered an amendment to Resolution No. 232, recently approved by the Council to change the terminology in the construction specifications requiring that a Maryland SHA-certified “Traffic Manager” be on site at all times to instead require that a Maryland SHA-certified “Traffic Flagger” be on site at all times. He stated that SHA had advised that there is only one traffic manager for the district and since that individual is unable to be at all sites, it was determined that traffic flaggers are the appropriate level of control; the resolution reflects that change in language. Mr. Pullen stated that should the need arise, the Talbot County Roads Superintendent has the authority to increase traffic control requirements when necessary if it is a matter of public safety. The public was afforded an opportunity to

comment on the legislation. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved Resolution No. 240 by voting 5 – 0 as follows:

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

Resolution No. 240 is effective immediately.

Resolution No. 241, A RESOLUTION TO AMEND THE TALBOT FAMILY NETWORK BYLAWS TO CHANGE THE COMPOSITION OF THE EXECUTIVE COMMITTEE, TO REDUCE BOARD MEMBERSHIP FROM 20 TO 15 MEMBERS, TO DEFINE ATTENDANCE REQUIREMENTS FOR ELIGIBILITY FOR APPOINTMENT TO A SECOND TERM, TO ESTABLISH A NOMINATING COMMITTEE AND TO REQUIRE THE PRESENCE OF AT LEAST ONE PRESIDING OFFICER TO ESTABLISH A QUORUM, was read into the record by the Clerk, brought forward for public hearing, and the public was provided an opportunity to comment on the legislation. Mr. Pack stated that changes to the bylaws had been made at the request of the Talbot Family Network Board which had indicated that a reduction in membership would not hinder the work of the Board. Upon motion by Mr. Callahan, seconded by Mr. Bartlett, the Council approved Bill No. 241 by voting 5 – 0 as follows:

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

Resolution No. 241 is effective immediately.

- IX. Council Consideration of Traffic Advisory Committee Recommendation for Request Related to Black Dog Alley Corridor Safety Concern, Request to Maintain Current Speed on Sanderstown Road and Request of Reduction of Speed Limit on Oaklands Road – Mike Mertaugh, Assistant County Engineer, briefed the Council on the following three requests from citizens and the Traffic Advisory Committee’s recommendation with regard to each: (1a) Black Dog Alley – Intersection & Corridor Safety Concerns – Mr. Mertaugh stated that a citizen had requested that the County initiate a process for improvement of intersection safety along the Black Dog Alley corridor, more specifically, the intersections of Black Dog Alley with MD Rt. 328 (Matthewstown Road) and MD Rt. 331 (Dover Road). He stated that both intersections are under the jurisdiction of the State Highway Administration (SHA) and that SHA has been monitoring the Matthewstown Road intersection for almost 10 years; a flashing light had been installed at the intersection during that timeframe. He stated that after consulting with SHA regarding the citizen’s request, SHA had advised that the intersection does not meet the State’s criteria for a traffic signal at the present time; (1b) MD Rt. 331 (Dover Road) – Mr. Mertaugh stated that a flashing light has been in place at that intersection for quite some time. He stated that although SHA indicated that no recent studies had been conducted related to the placement of traffic signals at that location, they plan to conduct a study once the Dover Bridge construction project is complete in order to provide more accurate numbers of the traffic count. He stated that SHA has offered their technical assistance, including conducting traffic counts, should the County wish to proceed with any corridor improvements at that location; (1c) Safety Concerns at the Black Dog Alley and Chapel Road Intersection – Mr. Mertaugh stated that at present, the intersection

is controlled by four-way stop signs and there is good sight distance in all directions; therefore, the Traffic Advisory Committee does not recommend changes to the intersection at this time but does recommend that this segment of Black Dog Alley be considered as a future priority for shoulder widening improvements; (2) Oaklands Community – Speed Limit Reduction Request – Mr. Mertaugh stated that his office had received a request for reduction of the existing 30 m.p.h. speed limit to 25 m.p.h. in the Oaklands Community. He stated that it is the Traffic Advisory Committee’s recommendation that the speed limit in the Oaklands Community be reduced from 30 m.p.h. to 25 m.p.h., citing narrow segments and limited sight distances on several segments of the roads within the Community; (3) Sanderstown Road – Speed Limit Confirmation – Mr. Mertaugh stated that the Traffic Advisory Committee had previously reviewed a citizen’s request to have the County install signs stating “slow down, dog and horse crossing” along the County’s right-of-way. He stated that it was the Committee’s recommendation that the signage not be installed. He advised the Council that the subject signage has now been placed on private property and a citizen has expressed concern that the County may be considering a reduction of the current speed limit of 40 m.p.h. and had requested confirmation that no change would be made. Mr. Mertaugh stated that it is the Traffic Advisory Committee’s recommendation to maintain the existing 40 m.p.h. speed limit on Sanderstown Road. Council discussion ensued with Mr. Mertaugh as the various requests were brought forward. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the recommendations as presented by voting 5 – 0 as follows:

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

X. County Manager’s Report:

A. Request for Extension of Contract for Bid No. 15-03, PORTABLE SANITARY CHEMICAL TOILET SERVICE, TALBOT COUNTY, MARYLAND – Requested Council approval of the Director of the Department of Parks & Recreation’s recommendation to extend the contract for Bid No. 15-03 with Fogle’s Environmental Services for the furnishing, servicing and repairing of portable sanitary toilets for the 2017 season in the sum of \$19,752.60; the original contract provided for two one-year extensions; if approved, this will be the second and final contract extension for Bid No. 15-03. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved extension of the contract by voting 5 – 0 as follows:

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

B. Bid No. 16-17, REQUEST FOR PROPOSALS: INSPECTION SERVICES IN VARIOUS DISCIPLINES TO PROVIDE PROFESSIONAL SERVICES FOR TALBOT COUNTY, MARYLAND – Requested Council approval to award Bid No. 16-17 to the sole bidder, Middle Department Inspection Agency (MDIA) in the following amounts: one discipline \$50; multiple disciplines \$30 each, with electrical fees billed directly to electrical contractors by MDIA. Upon motion by Mr. Callahan, seconded by Ms. Price, the Council approved the award by voting 5 – 0 as follows:

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

- C. Request from Department of Public Works – Requested Council approval to have the Department of Public Works apply for and accept a grant from the Maryland Energy Administration for a Maryland Smart Energy Communities Grant in the sum of \$70,000 and a Propane Conversion Grant in the sum of \$26,000; if approved, said funding will be used toward the purchase and conversion to propane of five (5) new trucks to be utilized by the Talbot County Sanitary District and the County’s Bio-Solids Facility on Klondike Road. Council discussion ensued with County Engineer, Ray Clarke. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved submitting the grant application by voting 5 – 0 as follows:

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

- D. Request from Department of Public Works – Requested Council approval to have the Department of Public Works submit a grant application to the Maryland Department of Natural Resources Community Resiliency Grant Program in a sum up to \$200,000; if approved, the funding will be used for the Claiborne Living Shoreline Project. Upon motion by Mr. Callahan, seconded by Mr. Pack, the Council approved submittal of the grant application by voting 5 – 0 as follows:

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

- E. Request for Use of Contingency Funding – Requested Council approval to utilize Contingency funds in the sum of \$100,000 for payment to the Town of Easton as outlined in Resolution No. 242 which transfers Elliott Road from the County to the Town of Easton; the County Manager certified that the funds are available. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved use of the Contingency Funds as outlined by voting 5 – 0 as follows:

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

- F. Request from Governor Hogan for Letter of Support – Requested Council approval of Governor Hogan’s request to forward a letter in support of his efforts to repeal the transportation scoring bill, otherwise known as the “road kill” bill, viewed as detrimental to the more rural counties of the state; and

Request for Letters in Support of HB 1169 and SB 717, Task Force on Internet, Wireless, and Cellular Service on the Eastern Shore – Requested Council approval to forward letters in support of HB 1169 and SB 717, sponsored by Delegate Mautz and Senator Eckardt, respectively. Mr. Hollis stated that the purpose of the legislation is to establish a taskforce to seek federal grant funding to assist efforts to expand Internet and cellular service on the Eastern Shore. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved forwarding the letters in support of both requests by voting 5 – 0 as follows:

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

- G. Talbot County Agricultural Land Preservation Advisory Board – Requested Council approval for the appointment of Glen Gannon to a five-year term on the Talbot County Agricultural Land Preservation Advisory Board; said term will expire on March 13, 2022. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the appointment of by voting 5 – 0 as follows:

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

- H. Talbot County Emergency Services Advisory Board – Requested Council approval for the reappointment of Wayne Dyott and Ruth Sullivan to three-year appointments on the Talbot County Emergency Services Advisory Board as representatives of Easton District and Trappe District, respectively; said terms will expire on February 1, 2020. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the reappointments by voting 5 – 0 as follows:

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

- I. Talbot County Local Drug and Alcohol Abuse Council – Requested Council approval for the appointment of Johanna Norris to a four-year term on the Talbot County Local Drug and Alcohol Abuse Council as a representative of Mid-Shore Behavioral Health; said term will expire on July 1, 2020. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the appointment by voting 5 – 0 as follows:

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

- J. Annual CPR Marathon – Mr. Hollis stated that the County’s annual CPR Marathon will be held on Wednesday, February 22, 2017 from 9:00 a.m. to 7:00 p.m. at the Talbot County Community Center. He stated that the training classes begin every hour on the hour and is free as part of the American Heart Association Friends and Family CPR and AED training.
- K. County Offices Closed – Mr. Hollis stated that County offices will be closed on Monday, February 20, 2017 in recognition of the Presidents’ Day holiday.

XI. Council Comments:

- Ms. Williams – Ms. Williams stated that there will be a committee hearing in the House of Delegates tomorrow to reinstate the BAT (Biologically Accelerated Treatment) requirement for septic systems in non-critical areas throughout the state. She stated that the Maryland Association of Counties is opposing the reinstatement as are the Maryland Association of Realtors and Mid-Shore Board of Realtors. She stated that they are requesting that all their members become actively involved in opposing the legislation. Ms. Williams requested Council’s consideration to forward a letter in opposition to the proposed reinstatement. Following Mr. Callhan’s comments, Ms. Williams stated that she, along with Mr. Callahan, Mr. Pack and Mr. Bartlett, had attended the Taste of the Eastern Shore, an annual event in Annapolis where Eastern Shore counties host legislators from all over the state. She stated that the event is an opportunity to meet with legislators on an informal basis to let them know the needs of the Eastern Shore.
- Ms. Price - Ms. Price responded to Ms. Williams’ comments by stating that, in her opinion, the proposal to reinstate the BAT requirement is another example of something which probably affects the rural counties much more and MACo recognized that. She stated that it is nice to see the counties coming together for the greater good and voting to support one another and expressed desire that the legislators would do the same. She stated that the legislature is now in its fourth week and MACo is looking at a record number of bills, about 35 a week, which is nothing compared to the 3,000 or so that get introduced. Ms. Price concluded her comments by stating that, in her opinion, the MACo Legislative Committee is doing a good job this year.
- Mr. Bartlett - Mr. Bartlett stated that he had been following some of the legislation in Annapolis, and is very much against the proposed legislation regarding the culling of deer in Talbot County by using rifles. He stated that he hopes citizens will become involved in the discussion to make their voices heard. He stated that the legislation worries him because although Talbot County is a rural area, we are also a suburban area, and in his opinion, the rifle hunting of deer is dangerous in a county where lots of residents of residents walk around and he does not see it as a beneficial piece of legislation for our area. He stated that he was not necessarily against the revisions proposed to be made to the duration of the hunting seasons, although he is not in favor of Sunday hunting, which, it is his understanding is not on the agenda this year. Mr. Bartlett concluded his comments by stating that he is concerned about rifle hunting in Talbot County, and in his opinion, the public should be as well.
- Mr. Pack - Mr. Pack stated that he hoped everyone has a happy Presidents’ Day weekend and encouraged everyone to watch movies about the presidency.

Mr. Callahan – Mr. Callahan stated that in the past two or three weeks Queen Anne-Hillsboro, Cordova, Trappe Oxford and Easton had held their annual banquets and he had attended each with the exception of Trappe. He stated that, in his opinion, it is a great feeling to have the kind of relationship with the fire departments that we do, with the County helping the fire departments and the fire departments helping the citizens of the county with all they do. Mr. Callahan stated that he had attended a tour of the new Channel Marker facility on Glebe Road with Comptroller Peter Franchot. He stated that, in his opinion, the new facility will be a benefit to Easton and Talbot County. He stated that the Council recently met with the Easton Town Council and the Town and County Planning Commissions to work together on the Easton Point project and what is going to happen with that for the next 20 or 30 years. Mr. Callahan stated that, in his opinion, there will be good decisions made for the county.

- XII. Upon motion by Mr. Pack, seconded by Ms. Price, the Council voted to adjourn into Closed Session for discussion of legal, personnel and real estate matters and to reconvene with County Department Heads at Noon on Friday, February 17, 2017 in the Wye Oak Room at the Talbot County Community Center for a Strategic Planning Session; for two work sessions on Tuesday, February 21, 2017, at 4:00 p.m. with the Language and Cultural Competency Workgroup, and at 4:30 p.m. with the Emergency Services Advisory Board; both work sessions will take place in the Wye Oak Room; and to reconvene on Tuesday, February 28, 2017 in Open Session at 5:00 p.m. and immediately adjourn into Closed Session for discussion of legal, personnel and real estate matters as listed on the Statement for Closing the Meeting, and at 6:00 p.m. for the regularly scheduled Council meeting by voting 5 – 0 as follows:

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

The meeting adjourned at 7:32 p.m.

The transcript of the February 14, 2017 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XIII. On Tuesday, February 14, 2017 a Closed Session of the Talbot County Council convened at 5:05 p.m. in the County Council Conference Room. Upon motion by Mr. Pack seconded by Mr. Bartlett, the Council met in Closed Session by voting 5 – 0 as follows:

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

In accordance with General Provisions Article § 3-305(b)(1)(i)(3)(7) the purpose of the Closed Session was for personnel matters to discuss appointments to various County boards and committees; to discuss a personnel matter at the Roads Department; to discuss a personnel matter at the State's Attorney's Office;

and to discuss a personnel matter at the Talbot County Election Board; for a legal matter for legal advice regarding the County's Length of Service Award Policy (LOSAP); and for a real estate matter to consider disposition of County owned property. The Closed Session recessed at 6:00 p.m. and reconvened at 7:40 p.m. The Closed Session ended at 8:30 p.m.

- XIV. Incorporated Towns Meeting - The County Council met with the elected officials of the incorporated towns of Easton, Oxford, Queen Anne, St. Michaels and Trappe at 5:00 p.m. on Monday, February 13, 2017 at the Talbot County Senior Center, 400 Brookletts Avenue in Easton. County Council President Jennifer Williams welcomed the group. County Engineer, Ray Clarke, briefed the group on anticipated increases in tipping fees at Mid-Shore I Regional Landfill from \$71.00 to \$73.00 per ton. Mr. Clarke stated that Talbot County is currently \$35,000 over budget and has held prices at their current levels for the past four or five years. He stated that if approved, the increase is scheduled to take effect on July 1, 2017. Mr. Clarke provided an update on the Oxford Conservation Park project, stating that signage and railings had been installed; Speakman Nurseries had planted trees at the Park; Easton High School environmental science students will develop a lesson plan focusing on pollinators at the Park and the graphics arts class will create signage; a ribbon-cutting ceremony for the Park will be scheduled for April or May. Cassandra Vanhooser, Director, Department of Economic Development and Tourism advised the group that Economic Development will be holding a series of listening sessions throughout the county to gain input on challenges faced by local businesses. She stated that Economic Development will also embark on an aggressive visitation plan to learn what businesses have to say. Each town provided an update on various projects within its jurisdiction which are currently in progress or have been completed. Mayor Robert Willey of the Town of Easton stated that Michaels<sup>®</sup> Stores is completing the permitting process for the location of a store near Harris Teeter; BJs has applied to obtain gas pumps; an addition is planned for Hearthstone; and 96-unit low-to-moderate income apartment complex is planned for Brandt Court; and the Town is close to sending out bids for The Hill renovation. Mayor Willey also advised that the Town will be working on drainage issues on Earle Avenue, with work affecting one-quarter mile of roadway up to the Town office. Randy Esty, Mayor of the Town of Queen Anne, stated that the State has reinstated the design phase for the town's urban renewal improvement project which the State had previously indicated would not be completed. Mr. Esty stated that Gus Gibson, owner of an antique store in Queen Anne, recently passed away and has donated the land to the Town for a new building. Roy Myers, President, Commissioners of St. Michaels, stated that the town's water system is now operating with two wells; one well had recently been off-line due to higher than legal limits of arsenic; that issue has now been corrected. Mr. Myers stated that the Rt. 33 curbing and sidewalk enhancement project is actually two projects and the Town may have the opportunity to get the crosswalks done as well. He stated that the goal of the project is to get sidewalks all the way down Talbot Street. He stated that the Town may need the County's assistance with the waterman's dock located near the St. Michaels Harbor Inn & Marina. Mr. Myers reiterated the Town's request that if and when any discussions take place on any possible increase in the County Accommodations Tax, St. Michaels and the other municipalities want to be included in the discussion. He expressed the sentiments of the Town of St. Michaels that the current formula for distribution of the funding received from the accommodations tax works well. Gordon Graves, President, Town of Oxford Commissioners, stated that Oxford is ready to begin with construction of its new wastewater treatment plant. He stated that the new plant will convert the sewage treatment process from a lagoon process to an ENR process at a cost of \$9.4 million; capacity of the new plant will not increase from its present capacity of less than 200,000 gpd. He stated that the Tilghman Street boat ramp has been replaced and pickle ball is now able to be played on the Town's tennis courts. Mr. Graves concluded his comments by commending the County on the Oxford Conservation Park. Mr. Bartlett stated that a grand opening for the Park will be scheduled once paving of the trails has been completed. Norm Fegel, President, Trappe Town Council, stated that he had recently met with State Highway Administration officials regarding the Rt. 565 sidewalk project which involves the placement of a sidewalk from the end of the existing sidewalk within the Town

of Trappe to White Marsh Elementary School and was advised by SHA that seven utility poles need to be relocated back from the sidewalk. Mr. Fegel stated that the Town has submitted grant applications for USDA funding for the Town well and to upgrade the wastewater treatment plant with ENR capabilities, and for replacement of a water line on Main Street. He stated that Nace’s Park is currently under construction and Talbot Smokehouse is scheduled to be redesigned and will have a new menu. Mr. Pack stated that Clay Stamp, Director, Talbot County Emergency Services/Assistant County Manager, had completed the cut-over of systems to the County’s new 9-1-1 Center last week. He stated that the Council had had a good time at the Queen Anne– Hillsboro Annual Banquet and commented that recruitment and retention efforts for the County’s volunteer fire departments are paying off: 17 individuals have expressed interest in joining the Easton Volunteer Fire Department and five for Queen Anne – Hillsboro. Mr. Pack requested the municipalities’ support regarding any proposals to possibly increase the Property Tax rate above what is allowed under the revenue cap in order to raise needed funding for the County’s public safety agencies. Mr. Pack stated that the Talbot County Taxpayers Association will be conducting a survey in the coming months to emphasize the need for the funding to the public and to gather the sentiment of the public toward same. Discussion ensued among the representatives as various items were brought forward. The meeting adjourned at 5:45 p.m. The next Incorporated Towns Meeting is scheduled for Monday, June 12, 2017 at 5:00 p.m. at the Talbot County Senior Center, 400 Brookletts Avenue in Easton.

**CASH STATEMENT 1/31/2017**

BALANCE 1/24/2017	\$28,148,861.28
FD/SS/MS WH PPE 1/13/2017	(145,883.51)
DEFERRED COMP DED PPE 1/13/2017	(11,423.98)
MD WH PPE 1/13/2017	(35,926.84)
PENSION DED PPE 1/13/2017	(33,770.93)
SECU DED PPE 1/13/2017	(4,486.55)
FLEX SPENDING PPE 1/13/2017	(3,023.71)
INTEGRA CLAIMS THRU 1/23/2017	(58,781.02)
ACH TRANSFER	(14,925.75)
WF/GF EQUIP LEASE 1/2017	(4,222.00)
DEPOSITS	927,684.89
CHECKS	(947,891.71)
<b>BALANCE 1/31/2017</b>	<b><u>27,816,210.17</u></b>

**AIRPORT ACCOUNTS**

AIP42	0.00
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**AIRPORT ACCOUNTS TOTAL BALANCE 0.00**

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.58%	18,000,000.00

<b>TOTAL INVESTED</b>	<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>	<b><u>\$15,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>	<b><u>\$45,831,780.17</u></b>

**CASH STATEMENT 2/07/2017**

BALANCE 1/31/2017	\$27,816,210.17
FD/SS/MS WH PPE 1/31/2017	(2,879.62)
DEFERRED COMP DED PPE 1/31/2017	(1,240.00)
MD WH PPE 1/31/2017	(539.13)
PENSION DED PPE 1/31/2017	(790.79)
FLEX SPENDING PPE 1/31/2017	(193.33)
INTEGRA CLAIMS THRU 1/30/2017	(29,439.99)
BOARD OF EDUCATION 1/2017	(3,057,519.00)
WF/GF EQUIP LEASE 9/2016	(4,222.00)
USDA/RD RONB QTRLY BOND PYMT LOAN #92-03	(9,478.60)
DEPOSITS	1,182,129.45
CHECKS	(617,289.71)
<b>BALANCE 2/7/2017</b>	<b><u>25,274,747.45</u></b>

**AIRPORT ACCOUNTS**

AIP42	0.00
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>	<b><u>0.00</u></b>

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.59%	18,000,000.00
<b>TOTAL INVESTED</b>			<b><u>\$18,000,000.00</u></b>

<b>PETTY CASH BALANCE</b>	<b><u>\$15,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>	<b><u>\$43,290,317.45</u></b>

**CASH STATEMENT 2/14/2017**

BALANCE 2/07/2017	\$25,274,747.45
FD/SS/MS WH PPE 1/27/2017	(144,526.01)
DEFERRED COMP DED PPE 1/27/2017	(11,323.98)
MD WH PPE 1/27/2017	(35,545.52)
PENSION DED PPE 1/27/2017	(33,969.93)
SECU DED PPE 1/27/2017	(4,486.39)
FLEX SPENDING PPE 1/27/2017	(3,033.71)
ACH TRANSFER	(14,470.75)
BOARD OF ELECTIONS PPE 1/03/2017	(3,709.72)
BOARD OF ELECTIONS PPE 1/17/2017	(24,613.73)
BANK CHARGES 7/2016	(4,824.89)
BANK CHARGES 8/2016	(5,214.62)
BANK CHARGES 9/2016	(3,721.74)
BANK CHARGES 10/2016	(3,407.05)
BANK CHARGES 11/2016	(2,725.76)
INTEGRA CLAIMS THRU 2/6/2017	(115,310.06)
USDA/RD MTHLY SEWER BOND PYMT FEB 2017	(1,304.00)
USDA/RD QTRLY BOND PYMT LOAN #92-04	(2,833.00)
POSTAGE WIRE	(3,000.00)
STATE REPORT 1/2017	(184,060.67)
DEPOSITS	463,182.67
CHECKS	(1,062,079.25)
<b>BALANCE 2/14/2017</b>	<b><u>24,073,769.34</u></b>

**AIRPORT ACCOUNTS**

AIP42	0.00
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>	<b><u>0.00</u></b>

**INVESTMENTS – CERTIFICATES OF DEPOSIT**

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.59%	18,000,000.00
<b>TOTAL INVESTED</b>			<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>			<b><u>\$15,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>			<b><u>\$42,089,339.34</u></b>