



Talbot County, Maryland



Easton, Maryland

MINUTES

January 14, 2014

Present – President Corey W. Pack, Vice President Laura E. Price, Dirck K. Bartlett, Thomas G. Duncan, R. Andrew Hollis, County Manager John C. Craig, County Attorney Michael Pullen, Staff Attorney Tony Kupersmith.

- I. Agenda – The Agenda of Tuesday, January 14, 2014 was brought forward for approval. Upon motion by Mr. Bartlett, and no objection by the Council, *Item VIII, Introduction of Legislation, A BILL TO AMEND TALBOT COUNTY CODE CHAPTER 190 “ZONING, SUBDIVISION AND LAND DEVELOPMENT” § 190-14 TO ENACT DENSITY PROVISIONS OF ONE (1) DWELLING UNIT PER TWO (2) ACRES FOR THE VILLAGE CENTER (VC), VILLAGE CENTER RESIDENTIAL (VC1), AND VILLAGE CENTER HAMLET (VC2) ZONING DISTRICTS AND TO PROVIDE THAT THE MINIMUM LOT SIZE SHALL BE ONE (1) ACRE, AND TO AMEND THE DEFINITION OF “ORIGINAL PARCEL” FOR DENSITY PURPOSES IN THE VC, VC1, AND VC2 ZONING DISTRICTS*, was removed from the agenda. Mr. Bartlett stated that he did not wish to introduce the legislation at this time. Mr. Pack then requested and received Council’s unanimous consent for the approval of the Agenda of Tuesday, January 14, 2014, as amended.
- II. Minutes – Mr. Pack requested and received Council’s unanimous consent for the approval of the Minutes of December 10, 2013 and December 17, 2013.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of December 23, 2013, December 31, 2013, January 7, 2014, and January 14, 2014.
- IV. Presentation of Check from Easton Airport Day 2013 to Habitat for Humanity Choptank Veterans Program – Mike Henry, Manager, Easton Airport – Prior to presentation of the check, Mr. Pack read a brief statement into the record regarding Airport Day, a free annual event held each year at Easton Airport which offers aviation displays, and food and fun for all ages. He stated that for the last three years, Airport Day, through the support of its various sponsors, has partnered with a Talbot County non-profit. Mr. Pack then presented a check in the sum of \$4,500.00 from Airport Day sponsors to this year’s recipient, Habitat for Humanity Choptank Veterans Program. Debbie Gardner, Development Officer, Habitat for Humanity Choptank and Rhodana Fields, Construction Supervisor, Habitat for Humanity Choptank, accepted the check on behalf of the organization. Habitat for Humanity’s Veterans Program is involved with the rehabilitation or upgrading homes of Talbot County veterans.
- V. Presentation of Requests by Chesapeake College for Use of a Portion of the College’s FY 2013 Unrestricted Fund Balance – Dr. Barbara Viniar, President, Chesapeake College; Tim Jones, Vice President for Administrative Services, Chesapeake College – Dr. Viniar briefed the Council on the following requests to use a portion of Chesapeake College’s FY 2013 Unrestricted Fund Balance: (1) a request to use \$742,560 of the College’s FY 2013 Unrestricted Fund Balance to upgrade hardware and software in the College’s central computer system in order to become compliant with the College and Career Readiness and College Completion Act of 2013 and State mandates for student success and completion; and to obtain technical consulting services to support the upgrades in software/hardware and to change the database structure from a Unix platform to Microsoft Windows/SQL; approximate cost of the upgrades and consulting services is approximately \$542,000; and to purchase replacement computers for a portion of the computers used for classroom instruction and student use computer labs; approximate cost of the

replacement computers is \$200,000. Council discussion with Dr. Viniar and Mr. Jones ensued. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the request by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

(2) a request to use up to \$475,000 of the College’s FY 2013 Unrestricted Fund Balance to offer a voluntary retirement incentive program to members of faculty and staff who will be at least age 65 by December 31, 2014 and who will have at least 15 years of service with the College as of that date. Dr. Viniar stated that those individuals who irrevocably elect to retire by June 30, 2014 will be provided with a lump sum payment of \$5,000 beginning on July 1, 2014 for the next five years; a total of 19 employees are eligible for the incentive program; should all eligible employees choose to participate, it will result in a net savings of \$1,096,705 to the College for Fiscal Years 2015-2019; Council discussion with Dr. Viniar and Mr. Jones ensued. Mr. Jones stated that any amount not obligated to the voluntary retirement incentive program will be returned to the Fund Balance. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council approved the request by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan - Aye

VI. Presentation of Fiscal Year 2012-2013 Audit – Chris Hall, CPA, TGM Group LLC; Angela Lane, Finance Director - Mr. Hall highlighted information contained in the Talbot County Comprehensive Annual Financial Report for fiscal year ending June 30, 2013. He stated that, in his opinion, Talbot County should again expect to receive a Government Finance Officers Association (GFOA) award for excellence in financial reporting for FY 2013. He outlined various aspects of the Audit, reporting that the County’s actual Revenues were just over \$70,000,000 and that Expenditures were approximately \$66.5 million; the Fund Balance increased by approximately \$2.6 million from approximately \$16.9 million to approximately \$19.5 million. Council discussion ensued with Mr. Hall regarding various aspects of the Audit, including the need to continue to fund the Other Post Employment Benefits (OPEB) Trust Account for future retiree health insurance premiums. Mr. Hall expressed appreciation to Ms. Lane and her staff for their assistance in assembling information required for the Audit; Council expressed appreciation for the hard work and diligence of Ms. Lane and her staff and to Mr. Hall for his presentation. The FY 2012-2013 Audit is available on the County’s website at www.talbotcountymd.gov.

VII. Public Hearing:

Resolution No. 208, A RESOLUTION TO APPROVE THE SALE OF TWO (2) CONTIGUOUS PARCELS OF REAL ESTATE LOCATED IN EASTON TOWN CENTER, ZONED CR-CENTRAL BUSINESS-COMMERCIAL DISTRICT, KNOWN AS 142 N. HARRISON ST., EASTON, MARYLAND, IMPROVED WITH AN OFFICE BUILDING AND A PARKING LOT, CONSISTING OF 15,690 SF, MORE OR LESS IN TOTAL AREA, AND A CONTIGUOUS UNIMPROVED LOT, KNOWN AS 130 N. HARRISON ST., EASTON, MARYLAND, CONSISTING OF APPROXIMATELY 9,990 SF, MORE OR LESS; THE TOTAL AREA OF BOTH PARCELS CONSISTING OF APPROXIMATELY 25,680 SF, MORE OR LESS, FOR THE TOTAL SUM OF ONE MILLION THREE HUNDRED AND SEVENTY-FIVE THOUSAND (\$1,375,000) DOLLARS, was read into the record by

the Clerk and brought forward for public hearing. Prior to the public hearing, County Manager John Craig stated that following several requests to purchase the building at 142 N. Harrison St., and the adjacent lot at 130 N. Harrison St., the Council offered the properties for sale by bid, with the minimum bid price of \$1,264,100, the assessed value of the combined properties; 142 N. Harrison St. is the current location of the Talbot County Board of Elections. He stated that the County had purchased the properties from the Town of Easton in 2002 for the sum of \$750,000. He stated that a total of two bids had been received; however, one bid was deemed to be unresponsive as it did not meet the minimum bid price. On November 26, 2013, the Council had awarded the bid for purchase of the properties to the sole responsive bidder, CCS Austin, LLC, in the sum of \$1,375,000. State law requires that before disposing of public property, the terms of the disposition must be advertised once a week for three (3) successive weeks and a public hearing held on the matter. The public was then afforded an opportunity to comment on the legislation. Upon motion by Ms. Price, seconded by Mr. Bartlett, the Council approved bringing Resolution No. 208 to third reader by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

Upon motion by Mr. Duncan, seconded by Mr. Hollis, the Council approved Resolution No. 208 by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

Resolution No. 208 is effective immediately.

VIII. Introduction of Legislation:

A BILL TO REPEAL LOCAL REQUIREMENTS FOR INTERIOR AUTOMATIC FIRE SPRINKLER SYSTEMS FOR RENOVATIONS AND ADDITIONS TO ONE-AND TWO-FAMILY RESIDENTIAL DWELLINGS, LEAVING INTACT EXISTING STATE REQUIREMENTS FOR INSTALLATION OF INTERIOR AUTOMATIC FIRE SPRINKLER SYSTEMS FOR NEW CONSTRUCTION CONSISTENT WITH THE REQUIREMENTS OF THE MARYLAND BUILDING PERFORMANCE CODE AND THE INTERNATIONAL RESIDENTIAL CODE FOR ONE-AND-TWO-FAMILY DWELLINGS was read into the record by the Clerk and brought forward for introduction. Prior to introduction of the legislation, Mr. Hollis stated that the Council had received correspondence from the Talbot County Volunteer Fire and Rescue Association, Inc. in support of the proposed legislation; the Volunteer Fire and Rescue Association had received input for all the volunteer fire departments in Talbot County. Planning Officer Sandy Coyman stated that the purpose of the legislation is to make Talbot County regulations consistent with State regulations which require that all new construction include the installation of a fire suppression (sprinkler) system. He stated that at present, Talbot County also requires that substantial additions or renovations to existing structures also include a sprinkler system in the newly constructed portion of the building. Mr. Coyman then outlined the difficulties faced by individuals attempting to comply with the County ordinance, including the ability to access the water capacity required for the sprinkler system for those properties located outside public water service areas, as well as the cost of same. He stated that prior to bringing the matter before the Council, input had been received from local volunteer fire departments and

the Fire Chiefs Association and that all parties concur with the recommendations outlined in the proposed legislation now before the Council. Mr. Bartlett recused himself from participation in any discussion on the proposed legislation. The legislation was then introduced by Mr. Duncan, Mr. Hollis, and Ms. Price as Bill No. 1256. A public hearing was scheduled for Tuesday, February 11, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

A BILL TO AMEND THE *TALBOT COUNTY CODE*, CHAPTER 190, “ZONING SUBDIVISION AND LAND DEVELOPMENT” § 190-14. E-1 (5), TO EXTEND THE INTERIM DENSITY REGULATIONS ESTABLISHED BY BILL 1214 FOR THE VILLAGE CENTER (VC), VILLAGE CENTER RESIDENTIAL (VC1), AND VILLAGE CENTER HAMLET (VC2) ZONING DISTRICTS UNTIL ADOPTION OF COMPREHENSIVE REZONING AND LAND USE REGULATIONS REGARDING DENSITY IN THE VC, VC1, AND VC2 ZONING DISTRICTS PURSUANT TO THE COUNTY’S COMPREHENSIVE PLAN was read into the record by the Clerk and brought forward for introduction. Prior to introduction, Planning Officer Sandy Coyman stated that the purpose of the proposed legislation is to extend the interim zoning provisions currently in effect for all Talbot County villages. He stated that current provisions provide for density requirements of one dwelling unit per two acres with a minimum lot size of one acre, with a limitation on additional subdivision limiting it to one additional new lot regardless of the size of the parcel. Mr. Coyman stated that the current interim zoning provisions (Bill 1214) are scheduled to expire on April 28, 2014. Mr. Pack stated that it is the Council’s understanding that the extension of the interim density provisions will allow staff more time to bring before Council the zoning text amendments for the VC zones and associated remapping at the same time, as recommended by the Planning Commission as part of the Comprehensive Plan revision process which is anticipated to be completed in late 2014 or early 2015. Mr. Bartlett stated that he had withdrawn the legislation he had planned to introduce from the agenda following his conversation with Mr. Coyman that any zoning changes and remapping should occur at the same time as part of the Comprehensive Plan revision process; the remapping portion itself is anticipated to take approximately four to six months. Ms. Price stated that had Mr. Bartlett introduced the legislation earlier withdrawn from the agenda, she had planned to introduce an amendment to that legislation which was related to the remapping. She stated that in her opinion, it was important to complete the remapping first and she then outlined the reasoning behind her opinion for same. The legislation was then introduced by Mr. Hollis and Mr. Pack as Bill No. 1257. A public hearing was scheduled for Tuesday, February 11, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

AN ACT TO AUTHORIZE TALBOT COUNTY, MARYLAND TO ISSUE A GENERAL OBLIGATION NOTE FOR THE PURPOSE OF EVIDENCING AND SECURING TALBOT COUNTY’S OBLIGATION TO PAY ITS SHARE OF THE DEBT SERVICE ON CERTAIN BONDS ISSUED BY QUEEN ANNE’S COUNTY, MARYLAND TO FINANCE THE CONSTRUCTION, FURNISHING AND EQUIPPING OF THE ALLIED HEALTH AND ATHLETICS FACILITY AT CHESAPEAKE COLLEGE, TO AUTHORIZE THE ISSUANCE OF GENERAL OBLIGATION REFUNDING NOTES, AND RELATING GENERALLY TO THE ISSUANCE AND DELIVERY OF SUCH NOTE FOR SUCH PURPOSES was read into the record by the Clerk and brought forward for introduction. Prior to introduction, County Manager John Craig stated that the proposed legislation is the result of Council’s vote in 2013 to authorize the construction of the Allied Health and Athletics Facility at Chesapeake College and the bonding of Talbot County’s share of the cost of the building over the next 20 years. The legislation was then introduced by Mr. Bartlett, Mr. Hollis, and Mr. Pack as Bill No. 1258. A public hearing was scheduled for Tuesday, February 11, 2014 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

- IX. Council Vote on 2015 Total Maximum Daily Load/Watershed Implementation Plan (TMDL/WIP) Milestones for Talbot County – Sandy Coyman, Planning Officer stated that the TMDL program is

designed to have two year milestones set by local jurisdictions, counties and the State which they hope to achieve in the two-year timeframe with regard to reduction of TMDL's; the milestones also include progress made on the 2013 Milestones. The proposed 2015 Total Maximum Daily Load/Watershed Implementation Plan (TMDL/WIP) Milestones for Talbot County encompass the timeframe from January 1, 2014 through December 31, 2015, and include, among others, Best Management Practices installation, maintenance and performance characteristics, types, costs and determination of factors as to which Best Management Practices should be implemented; Local Funding requirements; Funding Sources (local, State and federal) for denitrification and demonstration projects; State Nutrient Trading Program, Development of Urban Nutrient Management Planning and Implementation Plans; and establishment of a Septic Connection Priority System. The Council previously reviewed the proposed milestones for 2015 and the progress made on the 2013 milestones at the December 10, 2013 Council meeting. Mr. Coyman stated that staff of the Department of Public Works has undertaken several demonstration projects which utilize available no cost or low cost Best Management Practices; discussion and comment continues regarding proposals related to lawn fertilizer, extension of buffers and cover crops. Council discussion ensued with Mr. Coyman and County Engineer Ray Clarke regarding various facets of the TMDL reduction goals outlined in the 2015 Milestones. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council tabled the vote on the 2015 TMDL/WIP Milestones for Talbot County until the next Council meeting on January 28, 2014 in order to provide staff time to organize the County's 2015 Milestones into a statistical ranking chart according to cost and percentage of effectiveness, as well as to add any additional proposals the County may wish to add prior to submittal to the State.

X. County Manager's Report:

- A. Talbot County Golf Board – Requested Council approval for the appointment of John Robinson to the Talbot County Golf Board; said term will complete the unexpired term of Jack Fischer and will expire on June 1, 2016. Upon motion by Mr. Duncan, seconded by Mr. Bartlett, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan - Aye

- B. Talbot County Parks & Recreation Advisory Board – Requested Council approval for the appointment of David Fisher to the Talbot County Parks & Recreation Advisory Board as an at-large representative; said term will complete the unexpired term of Michael Leach and will expire July 1, 2014. Upon motion by Ms. Price, seconded by Mr. Bartlett, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- C. Talbot County Local Drug and Alcohol Abuse Council – Requested Council approval for the appointment of Cory Fink, Regional Director of the Maryland Department of Juvenile Services, to the Talbot County Local Drug and Alcohol Abuse Council. Mr. Fink replaces former Regional Director Tim Haynes who recently retired. Upon motion by Mr. Duncan, seconded by Mr. Hollis, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- D. Talbot County Tourism Board – Requested Council approval for the appointment of Ian Fleming as a representative of the Bed & Breakfast sector and Angela Eade as a representative of the short term rental sector to the Talbot County Tourism Board; said terms will complete the unexpired terms of Mike Richards and Debbie Lipscomb, respectively, and will expire on July 1, 2016. Upon motion by Ms. Price, seconded by Mr. Bartlett, the Council approved the appointments by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- E. Emergency Sewer Repair for the Department of Corrections – Requested Council approval for an emergency repair to a portion of the sewer line at the Department of Corrections. Mr. Craig briefed the Council on the procedures involved in the repair which began over the previous weekend and are proceeding as quickly as possible; he advised the Council that all necessary accommodations had been made while the repairs were in progress. He stated that the repair is estimated to cost approximately \$40,000 and requested Council approval to utilize up to \$45,000 in contingency funds, which Finance Director Angela Lane has certified are available, for the repairs; Council discussion ensued with Mr. Craig. At Mr. Pack's request, the Maryland Department of the Environment will be notified that repairs to the sewer line are underway. Upon motion by Mr. Hollis, seconded by Mr. Bartlett, the Council modified Mr. Craig's request and approved the use of up to \$50,000 in contingency funds for the emergency repairs, which Ms. Lane certified were available, by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- F. Request by Department of Public Works to Partner with Claiborne Community Association to Submit Grant Application to Hurricane Sandy Coastal Resiliency Competitive Grants Program – Requested Council approval to partner with the Claiborne Community Association to submit a grant application to the Department of the Interior and National Fish and Wildlife Foundation Hurricane Sandy Coastal Resiliency Competitive Grants Program for a project at the Claiborne Jetty in the sum of \$1.2 million; total cost of the project is anticipated to be \$1.56 million, which includes in-kind contributions of staff time, volunteer time, and a no interest loan to the County of up to \$240,000. Funds from the grant program are for projects that restore, enhance or create natural systems to protect communities and mitigate the impacts of future storms. Jack Harrald, one of the representatives of the Claiborne Community Association in attendance, provided a PowerPoint presentation which detailed the scope of the project to protect the Village of Claiborne. Council discussion ensued with the representatives. Upon

motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved moving forward with submittal of a grant request in the sum of \$1.56 million by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- G. Bid No. 13-24, LIVING SHORELINE PROJECT - NEAVITT PUBLIC LANDING BREAKWATER AND SILL WITH SAND AND MARSH PLANTINGS ON BALLS CREEK, TALBOT COUNTY, MARYLAND – Requested Council approval of the Assistant County Engineer’s recommendation to award Bid No. 13-24 to the low bidder, Bryan & Sons Lawn & Landscape, LLC, in the sum of \$79,365.00; funding in the sum of \$79,760 had previously been appropriated by the County as a Capital Project; the County has entered into a ten-year no interest loan agreement with the Maryland Department of Natural Resources to help fund the project. Mr. Craig stated that Mr. Fearins will also apply for a Chesapeake Bay Trust Fund mini grant in the sum of \$5,000 to assist with funding of the project. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council approved the award by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- H. Request by County Roads Department - Requested Council approval for the purchase of a track loader with a milling attachment by the County Roads Department in the sum of \$46,793; the purchase will replace similar equipment which was destroyed when it caught on fire while being used; since that time, the Roads Department has been leasing the regularly needed equipment; if purchased, lease payments made thus far would be credited toward the purchase price of the equipment; the purchase also includes a 12-month/1,500 hour warranty; Mr. Craig stated that funding is available in the current Roads Department budget for the purchase. Upon motion by Mr. Hollis, seconded by Mr. Duncan, the Council approved purchase of the equipment by voting 5 – 0 as follows:

Mr. Pack – Aye
Mr. Hollis – Aye
Mr. Bartlett – Aye
Ms. Price – Aye
Mr. Duncan – Aye

- I. Expression of Thanks – Mr. Craig expressed appreciation to County personnel, Easton Utilities, employees of the Town of Easton, Talbot County Public Schools, and State agencies which had mobilized to assist with the recent issue relating to the potential for loss of pressure in the natural gas pipeline serving the residents of Easton due to the recent severe cold weather event. He stated that he was amazed at the coordination among the various agencies and departments to get an emergency operations center up and running, open a shelter and have school busses ready to transport individuals if needed. Mr. Craig thanked Emergency Services Director Clay Stamp for his leadership in coordination of the various agencies. Mr. Craig also

thanked the Roads Department and the Sheriff's Department for their assistance to assure that County roads were safe to travel during the recent snow event.

XI. Council Comments:

Mr. Duncan – Mr. Duncan stated that he had recently attended a meeting of the National Association of Counties (NACo) in Washington, DC. He stated that NACo, which is comprised of the presidents and executives of the counties of their respective states, advocates for the nation's counties on national issues of mutual concern. He stated that speakers from the Departments of Justice and Transportation made presentations. He stated that it had been a rewarding experience to meet with other officials and that he looks forward to attending other NACo events. Mr. Duncan concluded his comments by again thanking the Council, Mr. Craig and County staff for helping to make his installation as the president of MACo a wonderful experience and that he would do his best to represent Talbot County.

Ms. Price - No comments.

Mr. Bartlett - No comments.

Mr. Hollis - Mr. Hollis stated that he was proud to have Mr. Duncan representing county issues at the national level. He stated that he and several other Council members had recently attended the Trappe Fire Department banquet.

Mr. Pack - Mr. Pack commented on the recent loss of Mr. Dick Goldstein, who, in his opinion, was a pioneer in the fields of substance abuse and mental health in Talbot County. He stated that he had served on several regional boards with Mr. Goldstein, and that in his opinion, Mr. Goldstein was truly a man who dedicated his time to helping the citizens of Talbot County and he will be missed. Mr. Pack echoed Mr. Craig's comments about Mr. Stamp's coordination leadership efforts during the recent issue related to the potential loss of gas pressure to residences in the Town of Easton. Mr. Pack concluded his comments by stating that on the annual Martin Luther King, Jr. basketball event for middle school students in the tri-county area will take place on Monday, January 20, 2014 beginning at 8:00 a.m.; he encouraged his colleagues to attend.

XII. Upon motion by Mr. Duncan seconded by Ms. Price, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters and to reconvene in Executive Session at 5:00 p.m. on Tuesday, January 28, 2014 for discussion of legal, personnel, and real estate matters, and at 6:00 p.m. in the regularly scheduled legislative session by voting 5– 0 as follows:

Mr. Pack – Aye
Mr. Hollis– Aye
Mr. Bartlett - Aye
Ms. Price – Aye
Mr. Duncan – Aye

The meeting adjourned at 4:03 p.m.

The transcript of the January 14, 2014 County Council meeting is available for review in the Office of

the County Manager during regular office hours.

VIII. On Tuesday, January 14, 2014, an Executive Session of the Talbot County Council convened at 12:45 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council met in Executive Session by voting 4 – 0 as follows:

- Mr. Bartlett – Aye
- Mr. Duncan – Absent
- Mr. Hollis – Aye
- Mr. Pack – Aye
- Ms. Price – Aye

Mr. Duncan arrived at 12:50 p.m.

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; for a personnel matter in the Finance Office; for a legal/real estate matter to discuss a proposal to dispose of County property; and for a legal matter to receive an update on pending litigation involving the County. The Executive Session recessed at 1:30 p.m. and reconvened at 4:10 p.m. Mr. Duncan was not present for the 4:10 p.m. Executive Session. The Executive Session ended at 5:30 p.m.

CASH STATEMENT 12/23/2013

| | |
|----------------------------------|-----------------------------|
| BALANCE 12/17/2013 | \$33,772,178.34 |
| TRANSFER LOCAL SHARE TO AIP39 | (42,458.86) |
| UHC CLAIMS THRU 12/17/2013 | (29,351.41) |
| DEPOSIT TICKETS | (224.93) |
| PAYROLL – FD/SS/MS WH 12/20/2013 | (121,886.19) |
| SECU DED | (6,811.68) |
| DEFERRED COMP DED | (9,718.43) |
| MD WH | (30,306.88) |
| PENSION DED | (30,063.83) |
| ACH TRANSFER | (10,291.75) |
| FLEX SPENDING ACCT | (2,718.70) |
| DEPOSITS | 3,300,901.93 |
| CHECKS | (965,720.70) |
| BALANCE 12/23/2013 | <u>35,823,526.91</u> |

AIRPORT ACCOUNTS

| | |
|------------------------------------|---------------------------|
| AIP-RUNWAY 4-22 EXTENSION ANALYSIS | -- |
| AIP36 | 29,399.41 |
| AIP37 | 303.68 |
| AIP39 | BALANCE 12/17/2013 -- |
| | LOCAL SHARE DEP 42,458.86 |
| | CHECKS (42,458.86) -- |

AIRPORT ACCOUNTS TOTAL BALANCE 29,703.09

| | |
|--|-----------------|
| BALANCE 12/31/2013 | \$36,107,493.96 |
| UHC CLAIMS THRU 12/31/2013 | (19,303.28) |
| BOARD OF EDUCATION 12/2013 | (2,863,473.00) |
| PAYROLL – FD/SS/MS WH 1/3/2014 | (124,449.66) |
| SECU DED | (6,886.64) |
| DEFERRED COMP DED | (10,818.49) |
| MD WH | (30,539.84) |
| PENSION DED | (30,715.66) |
| ACH TRANSFER | (10,331.75) |
| FLEX SPENDING ACCT | (2,818.70) |
| DEPOSITS | 1,306,108.42 |
| CHECKS | (1,007,158.49) |
| VOID CHECK NOS. 284983,285441,285559,285726, 285820,285997,286081,287543,287640, 288258 | 9,594.11 |

BALANCE 1/7/2014 **33,316,700.98**

AIRPORT ACCOUNTS

| | |
|------------------------------------|---------------------------|
| AIP-RUNWAY 4-22 EXTENSION ANALYSIS | -- |
| AIP36 | 29,399.41 |
| AIP37 | 303.68 |
| AIP39 | BALANCE 12/17/2013 -- |
| | LOCAL SHARE DEP 42,458.86 |
| | CHECKS (42,458.86) -- |

AIRPORT ACCOUNTS TOTAL BALANCE **29,703.09**

INVESTMENTS – CERTIFICATES OF DEPOSIT

| <u>CERTIFICATE DATE</u> | <u>MATURITY DATE</u> | <u>RATE</u> | <u>AMOUNT</u> |
|-----------------------------|----------------------|-------------|---------------|
| PNC-MLGIP INVESTMENTS TOTAL | | 0.06% | 18,000,000.00 |

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

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

GRAND TOTAL ALL FUNDS **\$51,354,974.07**

CASH STATEMENT 1/14/2014

| | |
|--------------------------|-----------------|
| BALANCE 1/7/2014 | \$33,316,700.98 |
| UHC CLAIMS THRU 1/7/2014 | (45,914.83) |
| STATE REPORT 12/2013 | (1,582,623.65) |
| DEPOSITS | 520,875.75 |
| CHECKS | (1,388,791.06) |

| | | | |
|--|-----------------------------|--------------------|-------------------------------|
| BALANCE 1/14/2014 | | | <u>30,820,247.19</u> |
| <u>AIRPORT ACCOUNTS</u> | | | |
| AIP-RUNWAY 4-22 EXTENSION ANALYSIS | | | -- |
| AIP36 | | | 29,399.41 |
| AIP37 | | | 303.68 |
| AIP39 | | | -- |
| AIRPORT ACCOUNTS TOTAL BALANCE | | | <u>29,703.09</u> |
| INVESTMENTS – CERTIFICATES OF DEPOSIT | | | |
| <u>CERTIFICATE DATE</u> | <u>MATURITY DATE</u> | <u>RATE</u> | <u>AMOUNT</u> |
| PNC-MLGIP INVESTMENTS TOTAL | | 0.06% | 18,000,000.00 |
| TOTAL INVESTED | | | <u>\$18,000,000.00</u> |
| PETTY CASH BALANCE | | | <u>\$8,570.00</u> |
| GRAND TOTAL ALL FUNDS | | | <u>\$48,858,520.28</u> |