



TALBOT COUNTY, MARYLAND

County Council

MINUTES

November 10, 2015

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

- I. Agenda – The Agenda of November 10, 2015 was brought forward for approval. Mr. Pack requested Council’s consideration to move *Item X. Quarterly Update by Maryland Environmental Service* forward on the agenda to Item IX, and to move *Item IX. Presentation on Proposed Mills Branch Wind Project in Kent County, Maryland* to Item X.; there was no objection. Mr. Pack then requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, November 10, 2015, as amended.
- II. Minutes – Mr. Pack requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, October 13, 2015 and Tuesday, October 27, 2015.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, November 3, 2015 and Tuesday, November 10, 2015.
- IV. Presentation by the Honorable Stephen H. Kehoe, Judge, Circuit Court for Talbot County – Judge Kehoe briefed the Council on the project to make the Maryland court system fully electronic in order to greatly reduce the cost of storing files. He stated that the Second Judicial Circuit, of which Talbot County is a part, is scheduled to convert in mid-February 2016, with wiring for the electronic system currently ongoing; once initiated, judges will utilize touch-screens on the bench. He stated that his office has been experimenting with holding two jury trials a day in order to gauge the anticipated extra workload in coming years, expressed his appreciation to the County offering the Bradley Room as an overflow for jury trials when needed, and thanked the Council for the funding to repaint the offices in the Judge’s chambers. Discussion ensued with the Council regarding the new external elevator planned for the main Courthouse. Judge Kehoe will continue to update the Council on a regular or as-needed basis.
- V. Introduction of New Talbot County Health Officer, Dr. Fredia Wadley and Recognition of Thom McCarty, Deputy Health Officer – Mr. Pack introduced Dr. Fredia Wadley, the new Talbot County Health Officer. Dr. Wadley thanked the Council for their warm welcome and stated that she was looking forward to working with the Council, her staff and other local agencies to continue, in her opinion, the wonderful working relationship of previous years. Mr. McCarty was then recognized for his service as Interim Health Officer over the past several months.
- VI. Proclamation: National Hospice and Palliative Care Month – November 2015 – Susan Piggott, Chair, Talbot Hospice Foundation Board; Kate Cox, Director of Development, Talbot Hospice; Caron Pons, Assistant Director of Development, Talbot Hospice – Prior to presentation of the proclamation, Ms. Piggott thanked the Council for their letter of support on behalf of Talbot Hospice’s application for a Certificate of Need (CON) from the Maryland Healthcare Commission. She stated that the County’s letter of support was referenced in the hearing before the Commission and advised that the CON had been granted. Ms. Cox expressed appreciation to the more than 350 volunteers who deliver hospice services throughout the community and the tremendous financial support of the Talbot County community, including the Festival

of Trees, a major fundraising event for Hospice held each year during the last week of November. The Clerk then read the proclamation into the record. The proclamation spoke of the dedication of the thousands of volunteers and palliative care professionals involved in the continuum of care for those with life-limiting conditions. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the proclamation by voting 5 – 0 as follows:

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

Mr. Callahan presented the Proclamation to Ms. Piggott, Ms. Cox, and Ms. Pons who accepted on behalf of Hospice of Talbot County.

- VII. Proclamation: November as National Home Care Month – Charyl (Sam) Ricketts, BS,RNC, CHPN, Regional Continuing Educator, University of Maryland Shore Regional Health Post-Acute Services; Rita Holley, MS, BSN, RN, Director, Shore Home Health Care – Ms. Ricketts stated that the purpose for the recognition of November as National Home Care Month is to honor those professionals who provide in-home healthcare services to individuals in need of such services following stays in the hospital, illness or a condition which requires medical care, whether in the individual’s home, long-term care facility, etc. Ms. Holley stated that the in-home healthcare provider acts as the eyes and ears of the physician treating the patient, thus providing a vital link to a return to health. The Clerk then read the proclamation into the record. The proclamation spoke of the growth of home healthcare as an alternative to hospitalization or other institutional-based forms of healthcare, particularly for acute and chronic illnesses, and commended the staff of nurses, social workers, health aides, etc. who provide care to thousands of individuals each year. Council discussion ensued with Ms. Ricketts and Ms. Holley. Upon motion by Mr. Callahan, seconded by Ms. Price, the Council approved the proclamation by voting 5 – 0 as follows:

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

Mr. Callahan presented the Proclamation to Ms. Ricketts and Ms. Holley who accepted on behalf of the University of Maryland Shore Regional Health Shore Home Health Care.

- IX. Quarterly Update by Maryland Environmental Service – Steve Tomczewski, Executive Director, Environmental Operations, Maryland Environmental Service - Mr. Tomczewski briefed the Council on activities at the former Mid-Shore Regional Landfill in Talbot County (Mid-Shore I). He stated that for the timeframe of July through September 2015, Mid-Shore I had transferred approximately 8,785 tons of trash; the number of Homeowner Drop-Off (HODO) customers utilizing the facility was approximately 8,009, with 807 tons of yard waste received; 542 \$10.00, and 181 \$20.00 punch cards were sold. With regard to the closure project for Mid-Shore I, Mr. Tomczewski stated that interim closure status continues with no waste being buried at Mid-Shore I; the Harnden Group, LLC of Mechanicsburg, Pennsylvania continues capping work utilizing the Exposed Geomembrane Capping System. He stated that soil from the Ackerman Farm is being used for final grading prior to placement of the geomembrane cap on the facility which is anticipated to take place in late January 2016. With regard to the Mid-Shore Regional Landfill in Ridgely, Caroline County (Mid-Shore II), Mr. Tomczewski stated that the facility buried approximately 24,228 tons of trash from July to September 2015 and the Holly Road HODO collected 1,486 tons of trash

and recycled 15 tons of mattresses. Mr. Tomczewski stated that construction of Cell #2 was completed in April 2015 and placement of trash in Cell #2 continues. He stated that effective July 1, 2015, the Mid-Shore II tipping fee increased \$2 per ton, from \$60 to \$62; Mid-Shore I tipping fees increased to \$69 per ton. He stated that MES has signed an agreement with Easton Utilities for generation of gas at Mid-Shore I; a notice to proceed for building construction and installation of the landfill gas generator is scheduled for December 1, 2015, with operations anticipated to begin in May 2016. Council discussion ensued with Mr. Tomczewski as various items were brought forward. Maryland Environmental Service will continue to update the Council on a regular or as-needed basis.

- X. Presentation on Proposed Mills Branch Wind Project in Kent County, Maryland – Janet Christensen-Lewis, Puck’s Glen Farm, Millington, Maryland and Vice President, Keep Kent Scenic; The Honorable William A. Short, Commissioner, Kent County, Maryland – Ms. Christensen-Lewis and Mr. Short provided a brief history of Apex Clean Energy, Inc.’s proposed Wind Project for the Mills Branch area in Kent County, Maryland. The proposed project involves the installation of up to 35, 500’ tall wind turbines on approximately 5,000 acres in some of Kent County’s most heavily preserved areas. Ms. Christensen-Lewis and Commissioner Short expressed opposition to the project on behalf of Keep Kent Scenic and the Commissioners of Kent County, respectively, and requested Council’s consideration of a letter in support of Kent County’s opposition to the proposed project. The Council agreed to take the matter under consideration.

- XI. Introduction of Legislation:

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 Mary Kay Verdery, Planning Officer. Ms. Verdery stated that since 1988, the above-referenced parcels have been under noise abatement under a grant through the Federal Aviation Administration which prohibits use of the parcels for residential purposes. She stated that the Planning Commission, at its meeting on October 7, 2015 reviewed the legislation, and by a vote of 4 – 0 recommended forwarding the legislation to the Council for consideration of approval, stating that the change in zoning of the parcels would be consistent with the neighboring properties. Council discussion ensued with Ms. Verdery. The legislation was then introduced by Mr. Bartlett, Mr. Callahan, Mr. Pack, Ms. Price and Ms. Williams as Bill No. 1324. A public hearing was scheduled for Tuesday, December 8, 2015 at 2:00 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington St., Easton, Maryland 21601.

- XII. Quarterly Update by Talbot County Airport Board – Mike Henry, Manager, Easton Airport, Members, Talbot County Airport Board - Mike Henry, Manager, Easton Airport; Jack Pettit, President, Talbot County Airport Board - Mr. Henry briefed the Council that the following items were underway or had been completed: (1) AIP-42 (Five-Year CIP Environmental Assessment) - Mr. Henry stated that his office had attended a kick-off meeting at the FAA District Office; the Environmental Assessment is scheduled for completion in one year. He stated that the U.S. Fish & Wildlife Service has delisted the Delmarva Fox Squirrel as an endangered species, and as such, no mitigation is required; a savings of approximately \$1 million which would have been needed for the purchase of property will no longer be needed; (2) Fuel Sales – Mr. Henry stated that jet fuel sales reflect a 3.8% decrease over October 2014; Avgas sales reflect a decrease of 2.0% over October 2014; (3) Traffic – Mr. Henry stated that traffic at the Airport has increased 16% to (66,551 operations) over the same January – October timeframe last year; (4) Corporate Hangars – Mr. Henry stated his office is working to resolve issues regarding the installation of insulation at a Talbot Aviation hangar; (5) Emergency Exercises – Mr. Henry stated that in late October, Talbot County EMS personnel, area law enforcement, and Shore Regional Health personnel had conducted a simulated aircraft

accident emergency exercise; the feedback received will be utilized in future exercises. Mr. Henry stated that on November 21, 2015, the Airport will conduct emergency training for first responders relating to the disarming of ballistic parachutes housed on modern aircraft; (6) Mr. Henry thanked the Council for accompanying Comptroller Franchot on his recent tour of Easton Airport; (7) *Talbot Spy* – Mr. Henry stated that the Airport, in conjunction with the *Talbot Spy*, will be conducting a community outreach segment once a quarter in an effort to provide the public with more information about the Airport; (8) Gateway Airport Application – Mr. Henry stated that Easton Airport has submitted an application to become a “gateway airport,” a designation specific to general aviation traffic desiring to land at Reagan National Airport which must have first cleared security through a gateway airport; if approved, some flights will be permitted to fly directly from Easton Airport into Reagan National Airport instead of flying from Easton to Philadelphia or Dulles then into Reagan as is now required; (9) Unmanned Aerial Systems (UAS) Operation – Mr. Henry advised that the University of Maryland has received permission to conduct research via unmanned aircraft drones within the protected airspace of Easton Airport; appropriate notices to pilots and the tower were issued; (10) National Intercollegiate Flight Association Event – Mr. Henry stated that Easton Airport will host the event in October 2016; approximately 12 to 15 colleges/universities compete to determine which school has the best flight program; (11) Airport Day – Mr. Henry stated that the crowd for Airport Day 2015 was less than in 2014, due in part, in his opinion, because the Pope was in Philadelphia, the Russian Yaks were unable to make an appearance; several other events were also taking place in and around Easton; Mr. Henry expressed his appreciation to Tourism Director, Cassandra Vanhooser, for promotion of the event; Airport Day 2016 is scheduled for Saturday, September 17th; (12) Aerospace Career Day – Mr. Henry stated that the Airport held its 2nd Annual Aerospace Career Day on Saturday, November 7th; sponsored by Congressman Harris’ office, the Career Day offers youth who are interested in aerospace an opportunity to talk to representatives of NASA, NOAA, the FAA, MAA, Southwest Airlines and others about their interest in pursuing a career in the field of aerospace; (13) Visit by Salisbury Airport Commissioners – Mr. Henry stated that the Salisbury Airport Commissioners, all of whom are new to the post, will be visiting Easton Airport in the near future to learn about its operations. Council discussion ensued with Mr. Henry as various items were brought forward. The next Airport Board meeting is scheduled for Wednesday, December 16, 2015 at 8:30 a.m. in the Easton Airport Conference Room.

XIII. Update by Talbot County Office of Tourism – Cassandra Vanhooser, Director, Talbot County Office of Tourism - Ms. Vanhooser stated that the Talbot County Office of Tourism had recently won the Visit Maryland Award from the Maryland Office of Tourism Development for its campaign to rebrand Talbot County; the award demonstrates an investment and performance in improving and promoting Maryland’s image as a travel destination. She stated that the rebranding campaign which utilized the slogan “Escape to Talbot County,” took two and one-half years for her and her team to complete, and is now used across all platforms, including a new website, new Facebook page, a content calendar, etc.; a new logo was also designed, a library of over 5,000 photographs was developed for use in aggressively marketing the county, and a video of several previous Waterfowl Festivals was developed and posted to the Tourism website. She stated that Talbot County recently won the bid to host the Mid Atlantic Travel and Public Relations Alliance Media Marketplace in September 2016, whereby during a three to four day period, 50 to 75 travel writers will visit Talbot County. Ms. Vanhooser outlined numerous other marketing initiatives of the county by her office and noted the significance of tourism as an economic driver for the County which generated \$181 million in sales, supported 1,800 jobs and accounted for \$1.3 million in Accommodations Tax revenue in FY2015, an increase of 19.9% from the previous year. Council congratulated Ms. Vanhooser and her team for winning the award and for their efforts to promote tourism in Talbot County.

XIV. County Manager’s Report:

A. Request from Department of Parks and Recreation – Requested Council approval to award GameTime the contract for purchase and installation of a park pavilion at the Talbot County

Community Center in the sum of \$42,582.86, 90% of which is reimbursable from Program Open Space; funding for the pavilion was budgeted as a Capital Project for FY2016 in the sum of \$45,000. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the award by voting 5– 0 as follows:

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

- B. Request from Department of Parks and Recreation - Requested Council approval to award current County security provider, Bay Country Security, the contract for purchase and installation of an upgrade to the security system at the Talbot County Community Center in the sum of \$15,900.00, 90% of which is reimbursable from Program Open Space; funding for the security system upgrade was budgeted as a Capital Project for FY2016. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the award by voting 5 – 0 as follows:

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

- C. Request from Hog Neck Golf Course – Requested Council approval to purchase Hog Neck Golf Course greens chemicals from current chemical provider, Site One Landscape Supply of Easton, in the sum of \$16,309.12; \$24,282.06 was budgeted in FY2016 for the purchase. Upon motion by Mr. Callahan, seconded by Ms. Williams, the Council approved the purchase by voting 5- 0 as follows:

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

- D. Talbot County Animal Control Board – Requested Council approval for the reappointment of Sonja Rusche to a three-year term on the Talbot County Animal Control Board as an individual having specialized expertise relevant to Board functions; said term will expire July 1, 2018. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved the reappointment by voting 5 – 0 as follows:

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

- E. Talbot County Blue Ribbon Commission Oversight Committee – Requested Council approval for the appointment of Talbot County Health Officer, Fredia Wadley, to the Blue Ribbon

Commission Oversight Committee as an Ex-Officio member. Upon motion by Mr. Callahan, seconded by Ms. Price, the Council approved the appointment by voting 5– 0 as follows:

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

- F. Mid-Shore Mental Health Systems, Inc. Regional Behavioral Health Advisory Committee – Requested Council approval for the reappointment of Gary Gunther to a three-year term on the Mid-Shore Mental Health Systems, Inc. Regional Behavioral Health Advisory Committee as a representative of the Maryland Department of Aging; said term will expire on November 30, 2018. Upon motion by Mr. Callahan, seconded by Ms. Price, the Council approved the reappointment by voting 5 – 0 as follows:

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

- G. Talbot County Property Tax Assessment Appeals Board – Requested Council approval to forward the names of Brian McGunigle and Michael Mielke to the Governor for consideration of appointment to the Talbot County Property Tax Assessment Appeals Board. Upon motion by Mr. Callahan, seconded by Mr. Bartlett, the Council approved forwarding the names to the Governor for consideration by voting 5 – 0 as follows:

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

- H. County Offices Closed – Mr. Hollis stated that Talbot County Offices would be closed on Wednesday, November 11, 2015 in commemoration of Veterans Day.

- I. Work Session with Chesapeake College – Mr. Hollis stated that the Council would hold a work session with representatives of Chesapeake College at 4:30 p.m.

XV. Council Comments:

Ms. Williams- Ms. Williams stated that she had recently attended the Rural County Coalition Economic Summit in Annapolis. She stated that, in her opinion, the session was interesting and productive, and a good conversation was had with representatives of the Governor’s Office as to what the Administration is looking to do for the rural counties in the state. Ms. Williams concluded her comments by stating that she came away with a positive feeling about what we hopefully will see over the next three or four years.

- Mr. Bartlett – Mr. Bartlett reminded everyone that the Waterfowl Festival would take place this coming weekend. He stated that it is one of his favorite things to do and hoped that all will participate in some way, whether volunteering, or viewing, in his opinion, the wonderful artwork and photography on display, the dock dogs, etc. Mr. Bartlett commended the Waterfowl Festival Committee for their year-long work on the event.
- Ms. Price – Ms. Price thanked Ms. Williams for representing the County at the Rural County Coalition Economic Summit.
- Mr. Callahan - Mr. Callahan echoed Ms. Price’s comments and concurred with Mr. Bartlett’s statements about the Waterfowl Festival. He stated that, in his opinion, one needs to experience the Waterfowl Festival. He agreed with Mr. Bartlett that it is great to have the event in our county, particularly from an economic standpoint, and that we need to take advantage of it. Mr. Callahan concluded his comments by expressing his appreciation to all the volunteers for the Waterfowl Festival and stated that he plans to attend the event.
- Mr. Pack - Mr. Pack stated that the Easton High School Junior ROTC will be having a ceremony in commemoration of Veterans Day this evening at 7:00 p.m. in the high school auditorium. He stated that he hoped to attend the ceremony to listen to the music and to pay his respects to the brave men and women who have served in the Armed Forces. Mr. Pack then recognized veterans in the audience and thanked them for their service to the country. He then outlined several upcoming events, including a 4:30 work session between the Council and representatives of Chesapeake College; Talbot County Arts Council Winners Circle Reception at the Academy Arts Museum on November 18th; and the Thanksgiving dinner at the Talbot County Senior Center on Brookletts on November 19th, served by the County Council. Mr. Pack concluded his comments by stating that the Council had reviewed emails and other correspondence from the public, as well as the articles, editorials, and guest comments in the newspaper regarding the Talbot Boys statue and will be announcing its decision regarding the statue at the next Council meeting scheduled for Tuesday, November 24, 2015.

XVI. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council voted to adjourn to Executive Session for discussion of legal, personnel and real estate matters ; to reconvene for a work session with Chesapeake College at 4:30 p.m.; and to reconvene on Tuesday, November 24, 2015 at 5:00 p.m. in Executive Session for discussion of legal, personnel, and real estate matters, and for the regularly scheduled Council 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 3:44 p.m.

The transcript of the November 10, 2015 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- XVII. Work Session with Chesapeake College - Dr. Barbara Viniar, President, Chesapeake College; Dr. Blenda Armistead, Vice Chair, Chesapeake College Board of Trustees; M. Catherine Poe, Chesapeake College Board of Trustees; Dr. Richard Midcap, Interim Vice President for Academic Affairs, Chesapeake College; Tim Jones, Vice President of Administrative Services, Chesapeake College; Lucie Hughes, Vice President for Institutional Advancement, Chesapeake College - Representatives met with the Council in the Bradley Meeting Room to discuss the following matters related to the College: College enrollment; health programs as the largest area of enrollment; on-going partnerships with business and industry with regard to programming changes to meet changing needs of students; dual enrollment program with Talbot County Public Schools; campus safety; and various matters related to the budget and the \$3 million “Chesapeake College at 50 Campaign.” Chesapeake College will continue to brief the Council on a regular or as needed basis.
- XVIII. Work Session on draft Comprehensive Plan – Mary Kay Verdery, Planning Officer; Martin Sokolich, Long Range Planner; Jeremy Rothwell, Planner - The Council convened a work session with staff on Monday, November 2, 2015 at 4:00 p.m. in the Bradley Meeting Room to continue review of the draft Comprehensive Plan. Mr. Sokolich reviewed the proposed topics for the work session and outlined the process by which a final Comprehensive Plan will be vetted and adopted. At Council’s request following the last work session, staff had provided Council with a draft rewording of the recommendations of the Affordable/Workforce Housing Commission. He stated that instead of citing the specific recommendations of the Commission, a statement indicating the purpose for the appointment of the Affordable/Workforce Housing Commission as an advisory body to the Council and the highlights of some of the work completed by the Commission will be incorporated into the body of the draft Comprehensive Plan; the Council will continue to review the wording of the Plan as the draft Comprehensive Plan is developed. Topics brought forward for discussion included: Affordable/Workforce housing; draft revision of Tier Maps; Port Street Master Plan; Resilient Community definition and goals; guidelines for Master Plan/Small Area Plans; timeframe for consideration of zoning designations; and the timeframe for release of a redline version/format of the draft Comprehensive Plan. The accessibility of Village Plans, which are not anticipated to be included in the final Comprehensive Plan were also discussed. Council discussion ensued with staff and members of the Planning Commission in attendance, additional amendments to the language of several items were requested by one or more Council members, several items were referred back to staff for more information, and the Council took a straw vote on several items. Each Council member will submit three (3) names to be included in a Focus Work Group which will review the redline version of the draft Comprehensive Plan at a work session with the Council on Monday, December 7, 2015 from 4:00 p.m. to 7:00 p.m.; public comment on the draft Comprehensive Plan will take place on Monday, December 14, 2015 from 5:00 p.m. to 7:00 p.m.; the location for both the work session and the public comment session will be announced once locations have been determined. The redline version of the draft Comprehensive Plan will be posted to the County website at http://www.talbotcountymd.gov/index.php?page=Comprehensive_Plan by November 30, 2015.
- XIX. On Tuesday, November 10, 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 Ms. Price, seconded by Mr. Callahan, the Council met in Executive 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 State Article § 10-508(a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss a personnel matter regarding the Liquor Inspector; to discuss appointments for various County boards and committees; and to interview candidates for the Permits Manager position; for a legal matter for an update on a legal matter involving Talbot County and the Board of Appeals; for a legal/personnel matter to discuss negotiations with the Town of Easton regarding dispatch services for Easton Police Department; for a real estate matter to discuss the possible acquisition of property for a public purpose; and for a legal/real estate matter to discuss a lease agreement with a private property owner for a public purpose. The Executive Session recessed at 1:30 p.m.; reconvened at 3:55 p.m.; recessed at 4:30 p.m.; and reconvened at 5:45 p.m. The Executive Session ended at 6:30 p.m.

CASH STATEMENT 11/03/2015

| | | | |
|--|-----------------------------|--------------------|-------------------------------|
| BALANCE 10/27/2015 | | | \$36,155,730.52 |
| INTEGRA CLAIMS THRU 10/26/2015 | | (70,446.88) | |
| UHC CLAIMS THRU 10/27/2015 | | (5.59) | |
| INTEGRA 11/2015 | | (17,828.22) | |
| ST ADMIN BRD OF ELECTIONS PPE 10/13/2015 | | (8,292.29) | |
| WELLS FARGO/GC EQUIPMENT LEASE 10/30/2015 | | (4,222.00) | |
| BOARD OF EDUCATION 10/2015 | | (2,931,331.00) | |
| RETURNED CHECK | | (30.00) | |
| DEPOSITS | | | 1,103,723.95 |
| CHECKS | | | (388,585.63) |
| VOID CK #302693, #3028173 | | | 636.41 |
| BALANCE 11/03/2015 | | | <u>33,839,349.27</u> |
| <u>AIRPORT ACCOUNTS</u> | | | |
| 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> |
| 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>\$52,015,071.63</u> |

CASH STATEMENT 11/10/2015

| | | |
|--|--|-----------------------------|
| BALANCE 11/03/2015 | | \$33,839,349.27 |
| INTEGRA THRU 11/2/2015 | | (60,083.73) |
| INTEREST ON ACCTS 9/2015 | | 7,547.51 |
| RETURNED CHECK | | (157.50) |
| PAYROLL – FD/SS/MS WH PPE 10/23 & 10/31/2015 | | (138,840.38) |
| MD WH | | (34,160.33) |
| PENSION DED | | (32,254.87) |
| FLEX SPENDING ACCT | | (3,272.49) |
| ACH TRANSFER | | (14,406.75) |
| SECU DED | | (5,224.57) |
| DEFERRED COMP | | (10,787.18) |
| DEPOSITS | | 1,503,783.47 |
| CHECKS | | (832,920.36) |
| ADJ. TO 10/13/2015 CHECKS | | (129,314.35) |
| VOID CKS # 303141, #302340 & 302664 | | 2,639.78 |
| BALANCE 11/10/2015 | | <u>34,091,897.52</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> |

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>\$52,267,619.88</u> |