



# TALBOT COUNTY, MARYLAND

County Council

MINUTES

March 13, 2018

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

- I. Agenda – Ms. Williams requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, March 13, 2018.
- II. Disbursements – Ms. Williams requested and received Council’s unanimous consent for approval of the Disbursements of Tuesday, March 6, 2018 and Tuesday, March 13, 2018.
- III. Introduction of James “Jimmy” Daly – Ms. Williams introduced Mr. James “Jimmy” Daly who was in attendance at the Council meeting. Mr. Daly stated that he is in the process of learning about the responsibilities of citizenship and completing requirements for his Boy Scout citizenship badge. He stated that his ultimate goal is to achieve the rank of Eagle Scout. Council members expressed their appreciation to Mr. Daly for coming to the meeting and wished him success toward his goal of becoming an Eagle Scout. Mr. Daly is a member of Boy Scout Troop 190 in Easton.
- IV. Minutes – Ms. Williams requested and received Council’s unanimous consent for approval of the Minutes of Tuesday, February 13, 2018 and Tuesday, February 27, 2018.
- V. Presentation of Delmarva Community Transit’s FY 2019 Annual Transportation Plan – Santo Grande, Executive Director, Delmarva Community Services, Inc.; Andrea Waters, CCTM, Grant Administrator, Delmarva Community Services, Inc. – Mr. Grande expressed his appreciation to Council for the assistance of County administrative staff who manages the paperwork for the grant of which Talbot County is the grantee of record. Ms. Waters briefed the Council on Delmarva Community Transit’s Annual Transportation Grant application for FY2019 to the State of Maryland under the Federal Transit Act and the local matches for each of the categories for which grants are being requested. The grant application includes operating and capital funding requests as well as the sources of all funding received through the Maryland Transportation Administration, including federal funding, for the public transportation system for Caroline, Kent and Talbot counties; funding for the transportation system in Dorchester County is filed separately. Ms. Waters stated that federal and State funding being requested totals \$1,406,721; local funding requested from the participating counties totals \$625,626.
- VI. Introduction of Administrative Resolution:

AN ADMINISTRATIVE RESOLUTION AUTHORIZING TALBOT COUNTY TO FILE AN APPLICATION WITH THE MARYLAND TRANSIT ADMINISTRATION OF THE MARYLAND DEPARTMENT OF TRANSPORTATION FOR A SECTION 5303, 5304, 5307, 5309, 5310, AND 5311 GRANT UNDER THE FEDERAL TRANSIT ACT was read into the record by the Clerk and brought forward for introduction. The administrative resolution was introduced by Mr. Bartlett, Mr. Callahan, Mr. Pack, Ms. Price, and Ms. Williams. Upon motion by Mr. Pack, second by Mr. Callahan, the administrative resolution was brought to second reader. Upon motion by Mr. Bartlett, and unanimous consent of the Council, a full reading of the administrative resolution was waived. The Council approved the Administrative Resolution by voting 5 – 0 as follows:

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

- VII. Request from Delmarva Community Services, Inc. – Mr. Grande requested Council consideration to allocate an additional \$6,000 in funding for the remaining three months of FY2018. He stated that the funding would be used by Delmarva Community Transportation (DCT) to provide a 7-stop shuttle service for three half days each week in and around the town of St. Michaels; the shuttle would then intersect with the main route currently provided by DCT. Mr. Grande stated that the purpose of the shuttle service is to provide transportation to those individuals who may have been negatively impacted by the recent closure of the Acme store in downtown St. Michaels and for whom no alternative means of transportation is available. Mr. Hollis stated that if approved, the monies would come from Contingency funding, which both he and Finance Director, Angela Lane certified are available. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved the request by voting 5 – 0 as follows:

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

- VIII. Presentation on Easton Elementary School Project – Kevin Shafer, Plant Operations and Maintenance Manager, Talbot County Public Schools; Thomas “Tom” H. King, AIA, Noelker and Hull Associates, Inc.; Logan Street, Project Manager, Whiting Turner Contracting Company – Prior to the presentation, Ms. Price expressed her appreciation to Mr. Shafer for information he had provided for her testimony in Annapolis on the issue of smart and safe school construction funding. Mr. Shafer requested Council consideration for a letter of support to submit the construction documents for the project to the State’s Public School Construction Program for approval, to approve an early site work bid package and support for a Pre-building Commission RFP, pending appropriation of funding. Mr. Shafer stated that the submission of the construction documents is the final plan submission for the project. Mr. Shafer and Mr. King utilized a PowerPoint presentation to provide architectural renderings of the exterior and interior layout of the new Easton Elementary School, provided timelines for the pre-construction, construction, and post-construction phases of the project, and outlined various phases of funding for the project which totals \$52.3 million. Mr. King stated that every school construction project in the state goes before the Interagency Committee on School Construction and the Maryland Department of General Services for approval; the State approves of the 127,000 sq. ft. facility which will accommodate Grades Pre-kindergarten, Kindergarten, and Grade 1 on the ground floor and Grades 2 -5 in the 2<sup>nd</sup> story wing. He stated that early utility and site work will begin in the summer of 2018 with construction anticipated to begin in September/October 2018 and be completed by March 2020; final site work and occupation of the new facility is planned for fall of 2020. Mr. Street briefed the Council on the logistics of site work once the new facility is occupied. Council discussion ensued with the representatives. Upon motion by Mr. Callahan, seconded by Mr. Pack, the Council approved the requests as presented by Mr. Shafer by voting 5 – 0 as follows:

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

IX. Public Hearings:

Resolution No. 258, A RESOLUTION TO APPROVE EXECUTION OF A LEASE OF APPROXIMATELY 1,150 SQUARE FEET OF SPACE AT THE TALBOT COUNTY DETENTION CENTER, 115 W. DOVER ST., EASTON, MARYLAND 21601, TO THE STATE OF MARYLAND FOR THE USE OF THE DISTRICT COURT OF MARYLAND, FOR A TERM OF TEN (10) YEARS WITH BASE RENT OF SIXTEEN THOUSAND ONE HUNDRED DOLLARS (\$16,100.00) PER YEAR was read into the record by the Clerk, brought forward for public hearing, and the public was afforded an opportunity to comment on the legislation. Upon motion by Ms. Price, seconded by Mr. Callahan, the Council approved moving Resolution No. 258 forward for vote by voting 5 – 0 as follows:

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

The Council approved Resolution No. 258 by voting 5 – 0 as follows:

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

Resolution No. 258 is effective immediately.

Bill No. 1383, A BILL TO AMEND BILL NO. 126 TO ADD A PROVISION FOR SEWER SERVICE RATES FOR LAND USES THAT DO NOT OTHERWISE FIT INTO A USE CATEGORY RECOGNIZED IN BILL NO. 126 AND TO ESTABLISH REASONABLE CRITERIA FOR ASSESSING SEWER SERVICE RATES FOR SUCH USES was read into the record by the Clerk, brought forward for public hearing, and the public was afforded an opportunity to comment on the legislation. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved moving Bill No. 1383 forward for vote by voting 5 – 0 as follows:

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

Upon motion by Mr. Bartlett, and no objection by the Council, a full reading of the legislation was waived. The Council approved Bill No. 1383 by voting 5 – 0 as follows:

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

Bill No. 1383 will become effective as provided for in the legislation.

X. County Manager’s Report:

- A. Amendment No. 3 to Bid No. 15-23, TALBOT COUNTY ST. MICHAELS PHASE V SANITARY SEWER SYSTEM REPLACEMENT/REHABILITATION AND GRACE STREET PUMP STATION REPLACEMENT ENGINEERING SERVICES – Requested Council approval of Amendment No. 3 to Bid No. 15-23 in the sum of \$83,692.00 to provide full time on-site inspections services for the above-referenced project as required by USDA; on-site inspection services are currently at 50%; and

Amendment No. 4 Bid No. 15-23, TALBOT COUNTY ST. MICHAELS PHASE V SANITARY SEWER SYSTEM REPLACEMENT/REHABILITATION AND GRACE STREET PUMP STATION REPLACEMENT ENGINEERING SERVICES – Requested Council approval of Amendment No. 4 to the above-referenced bid in the sum of \$10,000 to obtain GIS compatible “Smart-As-Built” plans for all sewer improvements associated with Phase V of the St. Michaels sanitary sewer improvements; no extension of time for completion of the project is required and no County funding is required. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the amendments by voting 5 – 0 as follows:

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

- B. Talbot County Agricultural Land Preservation Advisory Board – Requested Council approval for the reappointment of Robert Saathoff, Sr. to a five-year term on the Talbot County Agricultural Land Preservation Advisory Board; said term will expire on March 13, 2023. Upon motion by Mr. Pack, seconded by Mr. Callahan, the Council approved the reappointment by voting 5 – 0 as follows:

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

- C. Talbot County Animal Control Board – Requested Council approval for the appointment of Ana Raughley to a three-year term on the Talbot County Animal Control Board as an alternate; 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

- D. Talbot County Commission on the Aging – Requested Council approval for the appointment of Lee Yerkes to the Talbot County Commission on the Aging; said term will expire on April 1, 2019. Upon motion by Ms. Price, seconded by Mr. Pack, 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

- E. Maryland Department of Planning “A Better Maryland” Series - Mr. Hollis stated that the Maryland Department of Planning will be hosting a community meeting on Thursday, March 15, 2018 at 6:00 p.m. at the Talbot County Community Center. The community meeting is part of the State’s “A Better Maryland” series of meetings and the public is encouraged to attend.
- F. Joint Work Session with the Planning Commission – Mr. Hollis stated that the Council will be holding a joint work session with the Planning Commission on the Zoning Ordinance Update (NextStep190) on Wednesday, March 28, 2018 from 5:00 p.m. to 7:00 p.m. in the Wye Oak Room at the Talbot County Community Center, 10028 Ocean Gateway, Easton.

XI. Council Comments:

Mr. Callahan - Mr. Callahan stated that he was happy that the project for the new school is moving forward and that, in his opinion, it is a big deal for Talbot County and the school system. He stated that the school system had put a lot of work into the project and commended them for doing a great job. Mr. Callahan requested that Mr. Shafer provide the Town of Easton with a construction schedule for the project as soon as feasible.

Mr. Pack - Mr. Pack outlined several upcoming events, including the annual Farm Bureau banquet to be held on Wednesday evening, March 14, 2018 and the press conference for the opening of the two Talbot County Safe Stations on Monday, March 19, 2018 at 12 Noon at the 9-1-1 Center on Port Street. He urged students who were planning to participate or thinking about participating in the national demonstration for the one-month anniversary of the recent shooting of the students in Parkland, Florida to do so safely. He stated that Superintendent Kelly Griffith is making plans to insure that students who may leave the school grounds are safe and asked that parents also be engaged in keeping the students safe as they exercise their First Amendment right of free speech.

Ms. Price – Ms. Price followed-up on Mr. Hollis’ comment regarding the community meeting for “A Better Maryland” series. She stated that, in her opinion, it is a wonderful turn of events that the State Administration thinks that planning should start at the local level rather than passing down regulations enacted at the State level to the local jurisdictions. She encouraged everyone to attend the community meetings. Ms. Price stated that the State will take the community meetings, start regionalizing areas, and then start writing the plan from the local perspective. She stated that, in her opinion, she thinks that is wonderful and she is grateful to the administration for looking at it in that way. She commented on proposed legislation to shift 90 percent of the local cost of the of State Assessment Offices to the counties, stating that MACo had successfully lobbied against the proposal and the legislation did not get out of committee; the current 50/50 cost share will remain in place, saving Talbot County several hundred thousand dollars. She stated that local jurisdictions

will now see three percent (3%) of their highway user revenues returned instead of the current one and one-half percent (1.5%), and reminded everyone that the State took 90%

of highway user revenue from the local jurisdictions approximately eight years ago; MACo has been lobbying for a complete restoration of the funding since that time. The three percent (3%) has a sunset provision of five years. Ms. Price stated that, in her opinion, legislation updating the Public Information Act to include technology is another MACo success during this legislative session.

Mr. Bartlett - Mr. Bartlett followed-up on Ms. Price's comments by stating that he hopes we will get the \$3 million back at some point so we can pave some roads. He expressed his appreciation to Roads Superintendent, Warren Edwards, for, in his opinion, doing a great job in paving about 50 miles of county roads each year with limited resources. He stated that the Council has done what it can to support him by buying needed equipment so the County can do what it can to try to catch up. He stated that any help from the State is greatly appreciated and does not mean to make light of the increase except to say that every time you fill your gas tank your money goes to Annapolis and never comes back. Mr. Bartlett concluded his comments by stating that the fight is not over and expressed his appreciation to Ms. Price for her efforts to get the amount raised.

XII. Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council voted to adjourn and to reconvene on Tuesday, March 27, 2018 in Open Session at 4:30 p.m. and immediately adjourn into Closed Session for discussion of legal, personnel, and real estate matters and at 6:00 p.m. for the regularly scheduled meeting. The Council voted to adjourn and to reconvene as outlined 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 7:05 p.m.

The transcript of the March 13, 2018 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XIII. On Tuesday, March 13, 2018 a Closed Session of the Talbot County Council convened at 5:00 p.m. in the Bradley Meeting Room and 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) (7)(8) the purpose of the Closed Session was for personnel matters to discuss appointments to various County boards and committees and to discuss a personnel matter at Hog Neck Golf Course; and for legal matters for legal advice regarding participating in statewide opioid litigation. The Closed Session ended at 6:00 p.m.

**CASH STATEMENT 3/06/2018**

BALANCE 2/27/2018	\$19,614,524.05
TOTAL ADP PAYROLL PPE 2/28/2018	(15,356.70)
DEFERRED COMP DED PPE 2/28/2018	(1,240.00)
PENSION DED PPE 2/28/2018	(781.69)
BOARD OF EDUCATION 2/2018	(3,073,269.00)
FLEX SPENDING BENEFITS PPE 2/28/2018	(233.33)
INTEREST ON ACCTS 1/2018	29,341.65
BANK CHARGES 1/2018	(2,577.69)
JAN 2018 RETIREE HEALTH INS PLAN #727	(25,562.46)
MAR 2018 RETIREE HEALTH INS PLAN #727	(24,787.24)
WF/GF EQUIPMENT LEASE 2/2018	(4,222.00)
USDA/RD DCFO PAYMENT	(6,626.00)
USDA/RD DCFO PAYMENT	(13,086.00)
RTN CHECK #1304	(40.00)
DEPOSITS	7,671,676.95
CHECKS	(508,299.52)
VOIDED CHECK (S) #322661	557.50
<b>BALANCE 3/06/2018</b>	<b><u>23,640,017.92</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		1.39%	18,000,000.00
1880 BANK			10,014,668.18

**TOTAL INVESTED** **\$28,014,668.18**

**PETTY CASH BALANCE** **\$15,570.00**

**GRAND TOTAL ALL FUNDS** **\$51,670,256.10**

**CASH STATEMENT 3/13/2018**

BALANCE 3/06/2018 \$23,640,017.92

TOTAL ADP PAYROLL PPE 2/23/2018	(549,591.50)
DEFERRED COMP DED PPE 2/23/2018	(14,558.73)
PENSION DED PPE 2/23/2018	(34,511.17)
SECU DED PPE 2/23/2018	(4,176.64)
DEFERRED COMP PPE 2/23/2018 PLAN 401(A)	(2,605.34)
INTEGRA CLAIMS THRU 3/5/2018	(42,622.61)
FLEX SPENDING PPE 2/23/2018	(3,064.20)
ELECTION BOARD PPE 1/30/2018	(6,002.20)
ELECTION BOARD PPE 2/13/2018	(6,850.48)
STATE REPORT	(85,112.86)
POSTAGE WIRE	(3,000.00)
USDA/RD MTHLY SEWER BOND PYMT MARCH 2018	(1,304.00)
DEPOSITS	595,777.66
CHECKS	(829,713.01)
VOIDED CHECK3(S) #322519, 322530	165.00

**BALANCE 3/13/2018** **22,652,847.84**

**AIRPORT ACCOUNTS**

AIP42 0.00

**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		1.44%	18,000,000.00
1880 BANK			10,018,510.13

**TOTAL INVESTED** **\$28,018,510.13**

**PETTY CASH BALANCE** **\$15,570.00**

**GRAND TOTAL ALL FUNDS** **\$50,686,927.97**