

**County Council of Dorchester County
Regular Meeting Minutes
February 6, 2018**

The County Council of Dorchester County met in regular session on February 6, 2018 with the following members present: Ricky C. Travers, President; Tom C. Bradshaw, Vice President; William V. Nichols; Rick M. Price and Don B. Satterfield. Also present were E. Thomas Merryweather, County Attorney; Jeremy Goldman, County Manager; and Donna Lane, Executive Administrative Specialist.

REGULAR SESSION

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman Satterfield led the invocation and the pledge of allegiance.

CALL FOR ADDITIONS OR DELETIONS TO AGENDA

Jeremy Goldman, County Manager, said after the publication of the agenda, the item Memorandum of Understanding-Grant Program-Tax Lien Property Repurpose Program-Grant Administrator" was moved for attorney review and a Grant Award-Maryland Institute For Emergency Medical Services Systems Grant-Cardiac Monitor-Emergency Services was added. The Council approved the amended agenda.

APPROVAL OF MINUTES- JANUARY 16, 2018

The Council approved the minutes of January 16, 2018.

APPROVAL OF DISBURSEMENTS

The Council approved the vouchers as presented with Councilman Price abstaining for payments made to the Hyatt and DGH.

FINANCIAL REPORT: CASH AND INVESTMENTS

Councilman Travers reported total cash and investments as \$10,029,416.00.

CLOSED SESSION SUMMARY

The Council convened into Regular Session on February 6, 2018 at 4:30 p.m. in Room 110, County Office Building, 501 Court Lane, Cambridge, Maryland 21613 and motioned to adjourn into Closed Session pursuant to Title 3 of the General Provisions Article of the Maryland Annotated Code, pursuant to §3-305(b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; pursuant to §3-305(b)(4) to consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State; pursuant to §3-305(b)(7) to consult with counsel to

obtain legal advice on a legal matter; and, pursuant to §3-305(b)(8) to consult with staff, consultants, or other individuals about pending or potential litigation. Present were: Ricky C. Travers, President; Tom C. Bradshaw, Vice President; William V. Nichols; Rick M. Price and Don B. Satterfield. Also present were E. Thomas Merryweather, County Attorney; Jeremy Goldman, County Manager; and Donna Lane, Executive Administrative Specialist. Voting in favor of the Closed Session were all of the present Council Members.

The Council convened in a Closed Session on February 6, 2018 at 4:31 p.m. to discuss the following items: 1) approved the request of the Emergency Services Director to change an individual from full time status to on-call status as an Advanced Life Support Provider by a 5 to 0 vote; 2) approved the request of the Tourism Director to hire an individual to fill a grant funded Heritage Area Manager position by a 5 to 0 vote; 3) approved the request of the Emergency Services Director to sponsor an intern using grant funding by a 5 to 0 vote; 4) approved the request of the Director of Corrections to hire individuals as Probationary Correctional Officers to fill vacancies by a 5 to 0 vote; 5) discussed a personnel matter relating to a County Department; 6) discussed a Business Expansion; 7) discussed the possible acquisition of property; 8) discussed matters relating to pending litigation; and, 9) received legal advice from legal counsel regarding the potential termination of a lease. Present were: Ricky C. Travers, President; Tom C. Bradshaw, Vice President; William V. Nichols; Rick M. Price and Don B. Satterfield. Also present were E. Thomas Merryweather, County Attorney; Jeremy Goldman, County Manager; and Donna Lane, Executive Administrative Specialist. The purpose of the Closed Session is also set forth in the Written Statement of Closing a Meeting Under the Open Meetings Act, which will be provided upon request. Voting in favor of the Closed Session were all of the present Council members.

REGULAR SESSION

PROCLAMATION-NATIONAL OUTDOOR SHOW MONTH

The Council presented a Proclamation declaring February 2018 as National Outdoor Show Month.

PROCLAMATION- CHILDREN'S ORAL HEALTH MONTH

The Council presented a Proclamation declaring February 2018 as Children's Oral Health Month.

MANAGERS COMMENTS

TRAVEL REQUEST-ECONOMIC DEVELOPMENT

The Council acknowledged that Jeff Trice, Economic Development Director, will be: 1) joining the Rural Maryland Council as it celebrates Rural Maryland Day on February 8, 2018 in Annapolis; and, 2) will be attending the Taste of Eastern Shore event being held at the Loews Hotel that evening. The Council approved his request to stay overnight at the hotel at the estimated cost of \$125 utilizing funds from the FY18 Economic Development Budget.

REQUEST TO ADVERTISE-EASTERN SHORE REGIONAL MAGAZINE-ECONOMIC DEVELOPMENT

The Council approved the request of Mr. Trice to run a full page advertisement in a special edition of the Maryland Eastern Shore Regional Magazine at the cost of \$5,700 utilizing funds through the FY18 Economic Development Budget.

MEMORANDUM OF UNDERSTANDING-USE OF SCHOOL FACILITIES-RECREATION AND PARKS

The Council agreed to enter into a Memorandum of Understanding between the Board of Education and the County Council for the joint use of school facilities by the Recreation and Parks Department.

REQUEST TO SURPLUS VEHICLE-RECREATION AND PARKS

The Council agreed to declare the following Recreation and Parks vehicle as surplus property: 1998 Dodge Ram, VIN# 3B7HC12YOWG163920.

2019 RURAL LEGACY APPLICATIONS-PLANNING AND ZONING

The Council approved the request of Rodney Banks, Assistant Planning and Zoning Director, to submit applications for the Marshyhope Rural Legacy Focus Area and Nanticoke Rural Legacy Focus Area to the State for FY 2019 Maryland Rural Legacy Program preservation funds, which are allocated through the Maryland Department of Natural Resources. The Council acknowledged that the Marshyhope area is the priority application for the year and the Nanticoke Rural Legacy Area is priority two.

COMPREHENSIVE PLAN CONSULTANT BID AWARD-PLANNING AND ZONING

Steve Dodd, Planning and Zoning Director, advised that: 1) a request for proposals for a consultant for the update of the County's Comprehensive Plan was advertised; 2) three bids were received from land use consultants; 3) a ranking system was developed based on a 100 point total. He explained that a Committee was established to rank the proposals which consisted of the following: Brian Soper, Environmental Planner; Rob Hanson and Mary Losty from the Planning Commission; Cindy Smith, Grant Administrator; and Anna Sierra, Emergency Services Director. Mr. Dodd said each committee member individually reviewed and ranked the bidders and then they met as a group. He stated that it was an anonymous decision to award the bid to the lowest bidder. He explained that once the bid is awarded staff will negotiate a contract. In response to questions from Councilman Price, Mr. Dodd said: 1) he anticipates that the update process will take 18 months to two years; 2) the first step will be for the consultant to hold a kick off meeting for which the public will be invited to attend; 3) a background will be compiled which will summarize changes over the last 20 years; 4) current statistics will be collected; 5) the consultant will meet with key individuals within the community as well as Department Heads; 6) the Dorchester County Planning Commission will meet on regular basis to assist the consultant in the development of each Chapter; 7) once the Planning Commission is satisfied with a plan

one public meeting must be held (minimum requirement) after which it will be forwarded to the Council for at least one public hearing. Mr. Dodd advised that the committee members felt that the selected company had the best community outreach proposal. He noted that social media will be utilized for public outreach. Mr. Soper, said each proposal had about a two year timeframe for completion.

Councilman Price questioned whether a subcommittee of citizens in the County will be established and involved in the process. Mr. Dodd said that is an option, noting that there is no State law requirement that one be formed and utilized. He advised that the County Commissioners in the 1990s formed an advisory committee. He said if the Council wants to establish such a committee action should be taken as soon as possible since the process will begin immediately after execution of a contract with the company that is awarded the bid. He reiterated that the Planning Commission can serve the role of an advisory committee provided there is sufficient outreach. Mr. Dodd said key stakeholders can also be identified and then interviewed, including individuals from the agricultural and seafood industries as well as the real estate community. Mr. Soper said the “kick off” process meetings will be held in Cambridge, Hurlock and in the southern part of the County to ensure all residents can attend if they so choose to do so. Mr. Dodd said this process was followed when the County’s Comprehensive Plan was last update.

The Council agreed to award the bid for consultant services for the update of the County’s Comprehensive Plan to AECOM, the lowest bidder, at the cost of \$125,779.

REQUEST TO ADVERTISE FOR PROPOSALS-WINGATE CULVERT-PIPE REPLACEMENT-PUBLIC WORKS

The Council approved the request of Ryan White, Public Works Director, to advertise for proposals for the Culvert Pipe Replacement for three locations in the Wingate area.

SURPLUS PROPERTY DECLARATION REQUEST-PUBLIC WORKS

The Council approved the request of Mr. White to surplus the below vehicles and equipment. The Council acknowledged that the vehicles will be auctioned at Foxwell Auctions and the equipment will be placed on Govdeals.com, an on-line auction website.

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|-------------|--------------------------|----------|
| • Unit 1107 | Tanker | Landfill |
| • Unit 116 | 1998 Chevy Pickup Truck | Landfill |
| • Unit 540 | 1996 Terex | Landfill |
| • Unit 296 | 1995 10 Wheel Dump Truck | Highway |
| • Unit 127 | 2002 Chevy Pickup Truck | Highway |
| • Unit 2 | 2005 Blazer | Highway |
| • Unit 1A | 2003 Chevy Impala | Highway |

TAX LIEN PROPERTY REPURPOSE PROGRAM MODIFICATION REQUEST- MUNICIPAL DONATIONS-GRANT ADMINISTRATOR

Program Modification Request

Cindy Smith, Grant Administrator, said during the first phase of the sale of tax lien properties: 1) six out of seven were sold; 2) four were sold for the minimum price to landlords; and, 3) two were sold to owner occupants. She advised that no bids were received for one property for which there is now some interest. She explained that the Tax Lien Repurpose Program process requires that a minimum bid be sought, which includes tax liens, interest and foreclosure costs. She recommended that the process be revised to state if a property is not sold in the first round due to lack of a bid or because the bids received are less than minimum, the "best offer" should be accepted during the next round. She said all other rules will apply. Ms. Smith advised that her second recommendation is to revise the process to provide that there is a minimum of \$500 for smaller lots and \$1,000 for lots over 5,000 square feet. She noted that out of the eight vacant lots that are to be offered for sale in the second round, adding in foreclosure costs, the liens on seven of them will exceed the assessed value. The Council approved both of Ms. Smith's recommendations.

Municipal Donations

Ms. Smith advised that she is seeking the Council's consideration of offering two properties to the City of Cambridge at no cost per Step 1 of the process. She said 708 Academy Street is adjacent to and backs up to the City's Meadow Park. She noted that the house on that property was demolished by the City several weeks ago. In response to a question from Councilman Travers, Ms. Smith said she is not aware of the City's interest in this property. The Council agreed to proceed according to the process. Ms. Smith explained that the second property, an empty lot, is located on 606 Academy Street and is adjacent to the Cemetery. The Council agreed to proceed according to the process. The Council acknowledged that 614 & 616 Academy Street were donated last year to the City for the cemetery expansion.

TAX SALE PROPERTY OFFER-GRANTS ADMINISTRATOR

Pursuant to a request from Ms. Smith, the Council agreed to accept the offer of JoAnn Hansen, Executive Director, on behalf of Habitat for Humanity Choptank, to purchase 503 Edgewood Avenue, Cambridge, a 2,800 square foot lot, for \$100.

BID AWARD-T HANGAR RESTORATION-AIRPORT

Amber Hulsey, Airport Director, spoke about her request to award the bid for the T-Hangar Restoration project. She noted that pursuant to Council's request, she met with Councilman Satterfield regarding this T-Hangar which is not scheduled for demolition within 10 years. The Council approved. Ms. Hulsey's request to award the project to JNA Painting and Construction Company, the lowest bidder, at the cost of \$37,800.

MARYLAND AVIATION ADMINISTRATION GRANT AWARD-SURFACE RESTORATION-AIRPORT

The Council approved the request of Ms. Hulsey to accept a Maryland Aviation Administration Grant Award of 75%, which is \$95,196, of the estimated \$126,928 cost for the Asphalt Surface Restoration Project with the County funding the remaining 25%, which is \$31,732. The Council acknowledged that the paving of the parking lot is also included in this project.

TRAVEL REQUEST-DEPARTMENT OF CORRECTIONS

The Council approved the request of Joseph Hughes, Director, Department of Corrections, for him and Captain Robert Fitzgerald to attend a two day training being offered by Correctional Management which will be held in Dallas, Texas from February 26 to February 27, 2018. The Council acknowledged that Securus Technology is providing the training free of charge and there is no charge to the County for training and travel.

SPECIAL EVENTS AGREEMENTS

The Council agreed to enter into two Special Events Agreements between the County Council, the Sheriff of Dorchester County and the following sponsors, for which costs are based on premium overtime pay rates: 1) World Triathlon Corporation to provide 15 vehicles and 15 deputies at actual costs for the Ironman 70.3 mile Eagleman on June 10, 2018 which will be held from 5 a.m. to 6 p.m.; and, 2) Dorchester County YMCA to provide two vehicles and two deputies at the cost of \$400 for the Crab Run/5K & Half Marathon on April 14, 2018 which will be held from 7:30 a.m. to noon.

LEASE RENEWAL-ATM-STATE EMPLOYEES CREDIT UNION OF MARYLAND

Jeremy Goldman, County Manager, presented to the Council the request of Chris Deluca, on behalf of the State Employee's Credit Union of Maryland (SECU), to renew the lease between the County and SECU for one additional year until March 29, 2019. He noted that all other terms and conditions will remain the same including the monthly rent of \$250. The Council agreed to renew the lease and to include in the lease renewal agreement a 90 day termination clause.

BOARD APPOINTMENT

The Council agreed to reappoint Jason Spicer to the Agricultural Land Preservation Board.

POLL CONFIRMATIONS

The Council confirmed its following actions in the interim between meetings, by means of a poll:

- To renew license agreements with the following companies for space at the Eastern Shore Innovation Center for the period of February 1, 2018 to January 31, 2019 under the same terms and conditions of the original agreement by a 5 to 0 vote: Garvey

Environmental, \$265 per month; Dalcom Engineering, \$530 per month; and Cambridge Federal, \$1140 per month;

- Based on the Town of Vienna's request to send a letter in support of Senate Bill No. 215 "Motor Vehicle Registration-Exception for Golf Carts-Town of Vienna" which will allow the operation of golf carts within town limits by an individual who possesses a valid driver's license with the inclusion of language that the golf carts will be equipped with headlights, turn signals and other necessary safety devices by by a 5 to 0 vote;
- To join Eastern Shore small seasonal business owners in a letter seeking the enactment of the Returning Worker Exemption under the H-2B program by a 4 to 1 (1 no answer).

GRANT AWARD-MARYLAND INSTITUTE FOR EMERGENCY MEDICAL SERVICES SYSTEMS GRANT-CARDIAC MONITOR-EMERGENCY SERVICES

The Council approved the request of Anna Sierra, Emergency Services Director, to accept a Maryland Institute for Emergency Medical Services Systems Grant 50/50 grant award of \$14,000 to purchase a cardiac monitor. The Council acknowledged that the County's 50% match is allocated in the Capital Budget.

PUBLIC COMMENTS

Michael Wheatley, resident, commended Council on the new Dorchester County website. He advised that he serves on the City of Cambridge's Main Street Board and provided the Council information on the yearly events being held downtown Cambridge.

COUNCIL'S COMMENTS/ADJOURNMENT

Councilman Price said the Maryland Association of Counties (MACo) Legislative Committee meetings have begun. He advised that he has been providing the Council with packets of information after each meeting. He explained that there seems to be a conflict between MACo and the Maryland Municipal League (MML) regarding highway use revenue restoration and the submission of multiple bills. He stated that tomorrow they will discuss supporting one bill that will bring full restoration to all parties on different schedules.

Jeremy Goldman, County Manager, said the County received guidance that the next highway user revenue distribution is down from \$22,000 and will be \$464,000 in FY19. He noted that in 2008 the amount the County received was slightly above \$4.1 million. Rebecca White, Executive Assistant, said if the proposed legislation Councilman Price referenced is accepted, it will be four years before municipalities receive full restoration and eight for counties if there are incremental increases every year. Councilman Travers queried as to MML's concerns since municipalities are receiving more funds than counties.

Councilman Price said other issues being discussed are tax credits for various groups and the phase-in of Next Gen 911. He noted that it was announced that the Kirwan Commission will meet for another six months before providing a recommendation on education funding.

Councilman Bradshaw advised that Delmarva Fisheries Association (DFA) Chairman Rob Newberry will be attending an Atlantic States Marine Fisheries Commission meeting tomorrow during which there will be discussion regarding the rockfish quota. He explained that DFA is lobbying for the elimination of the 20% quota reduction which was instituted several years ago. He said the association members are also seeking the reduction of the size limit for rockfish to 18 inches since charter captains advised that there has been a lot of dead loss due to the disparity between their 20 inch limit quota and the commercial limit of 18 inches.

Councilman Travers referenced the Council's approval for a bond for an upgrade to the radio system. He said a decision regarding the distribution of radios to municipalities must be made. He advised that in the past there was a one to one distribution with no cost to the recipient. He noted that the Council recently received information regarding this matter. Mr. Goldman confirmed that during the last two prior county-wide system updates, there was a one to one distribution with no cost to the recipient with the County covering the cost. The Council agreed to do the same for this upgrade.

Councilman Travers announced that the next meeting will be held on February 20, 2018.


With no further business to discuss, the Council adjourned.

ATTEST:

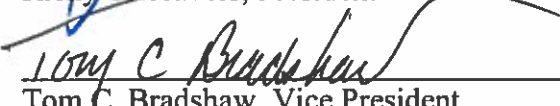


Jeremy Goldman
County Manager


DORCHESTER COUNTY COUNCIL:



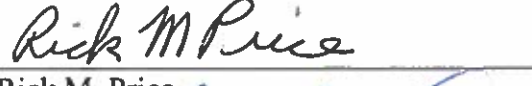
Ricky C. Travers, President




Tom C. Bradshaw, Vice President



William V. Nichols



Rick M. Price



Don B. Satterfield

Approved the 20th day of February, 2018.