

**County Council of Dorchester County
Regular Meeting Minutes
August 20, 2019**

The County Council of Dorchester County met in regular session on August 20, 2019 with the following members present: William V. Nichols, President; Jay L. Newcomb, Vice President; Libby Handley Nagel; George L. Pfeffer, Jr. and Ricky C. Travers. Also present were E. Thomas Merryweather, County Attorney; Keith Adkins, County Manager, and Donna F. Lane, Executive Administrative Specialist.

REGULAR SESSION

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman Nichols led the invocation and the pledge of allegiance.

CALL FOR ADDITIONS OR DELETIONS TO AGENDA

Keith Adkins, County Manager, said the following items were added after the publication of the agenda: Request for Letter of Support-Maryland Affordable Housing Trust Application-Habitat for Humanity; Letter of Support Request-Maryland Historical Trust Grant-Mace's Lane; Authorization to Negotiate Settlement; Shorters Wharf Road Discussion. The Council approved the amended agenda.

APPROVAL OF MINUTES

The Council approved the minutes of August 6, 2019.

APPROVAL OF DISBURSEMENTS

The Council approved the vouchers as presented with Councilman Travers abstaining for payments made to Simmons Center Market.

FINANCIAL REPORT: CASH AND INVESTMENTS

Councilman Nichols reported total cash and investments as \$2,325,367.79.

CLOSED SESSION SUMMARY

The Council convened into Regular Session on August 20, 2019 at 4:59 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 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; and, pursuant to §3-305(b)(7) to consult with counsel to obtain legal advice on a legal matter.

Present were: William V. Nichols, President; Jay L. Newcomb, Vice President; Libby Handley Nagel; George L. Pfeffer, Jr. and Ricky C. Travers. Also present were E. Thomas Merryweather, County Attorney; Keith Adkins, County Manager; and Donna F. 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 August 20, 2019 at 5:00 p.m. and conducted a personnel hearing. The Council then discussed the following items: 1) conducted an interview for a County position; 2) approved the request of the Emergency Services Director to hire three individuals as on-call Emergency Medical Technicians by a 5 to 0 vote; 3) confirmed additional grant funding for a joint State/County funded position; 4) discussed personnel matters relating to a County Office and a County Department; and, 5) received a legal opinion from the County Attorney regarding a matter relating to a legal agreement.

Present were: William V. Nichols, President; Jay L. Newcomb, Vice President; Libby Handley Nagel; George L. Pfeffer, Jr. and Ricky C. Travers. Also present were E. Thomas Merryweather, County Attorney; Keith Adkins, County Manager, and Donna F. 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

INTRODUCTION-MISSION DISCUSSION-CHESAPEAKE COLLEGE

Cliff Coppersmith, President, Chesapeake College, introduced Brandon Hesson, the new Director of the Cambridge Center. Dr. Coppersmith provided a copy of the College's Strategic Plan to the Council members. Mr. Hesson said some of his initial goals are to bridge workforce needs for the County's largest employers in the County and adult based education (GED) to assist citizens in obtaining employment. He thanked the Council for its support of the Cambridge Center. President Coppersmith said student enrollment at the College increased by 1% from last fall.

PRESENTATION-MEMORANDUM OF UNDERSTANDING-UPPER SHORE WORKFORCE INVESTMENT BOARD

Dan McDermott, Executive Director, Upper Shore Workforce Investment Board, provided the Council an overview of the Local Workforce Development Area Memorandum of Understanding for 2019-2021. The Council agreed to execute the Local Elected Official Concurrence for this MOU.

PROPERTY ASSESSED CLEAN ENERGY FINANCING PRESENTATION - EASTERN SHORE LAND CONSERVANCY

Michael White, Director, Special Projects, Eastern Shore Land Conservancy, introduced Jessa Coleman from the Maryland Property Assessed Clean Energy (PACE) Finance Organization. Ms. Coleman advised that the PACE Financing program is available to property owners in the State of Maryland due to enabling State legislation adopted in 2014. She said since that time many elected officials have independently passed ordinances for their local jurisdictions. She stated that in two and a half years \$14 million in private capital has been provided to property owners to improve properties and businesses including a main street business in Chestertown, a retail center at the Arundel Mills Mall as well as medical and office buildings. She explained that her office staff will administer the program on behalf of the County and provide updates on projects in the County. She asked the Council to pass legislation to participate in this program.

Councilman Pfeffer noted that on the PACE website Dorchester is listed as “in progress.” Based on his inquiry, Ms. Coleman said prior to this meeting she spoke with Michael Spears, Finance Director, to verify he was amendable to implementing the program as well as the County Manager. She noted that Eastern Shore Land Conservancy staff facilitated that conversation. She advised that there are property owners who are actively interested in using PACE financing in Dorchester, particularly in the City of Cambridge to update or build new properties. She explained that PACE funding will be provided to property owners to assist with energy improvements after which a lien is placed on the property; 2) PACE staff will provide descriptive reports to the County’s Finance/Tax Office on which properties have a PACE assessment; 3) the County will collect the monies through taxing and provide them to PACE staff; and, 4) PACE staff will be responsible for all other tasks including reviewing applications to determine eligibility, marketing, educating stakeholders as well as registering contractors and property owners.

The Council agreed to commence the legislative process to join the PACE program.

RADIO SYSTEM UPDATE-EMERGENCY SERVICES

The following staff members joined Dozia Rahilly, Emergency Services Director, for a radio system update: Don Keyes, Information Technology Director; Marshall Kjar, IT Communications Specialist; Chris Leonard, IT Network Technician II; Corporal Robbie Larimer, Dorchester County Sheriff’s Office; Troi Lynn Faith, Administrative Assistant; Nick Kovach, 911 Center Manager and Matt Meekins, Radio Technician. Ms. Rahilly provided an update which is attached.

Corporal Larimer clarified that: 1) 32 monitors were replaced and an additional computer was purchased for under \$10,000 which funds were provided by the Numbers Board; 2) although Motorola originally agreed to install all wiring, the company backed out of that agreement; 3) the school bus radio portion of the project will be completed prior to the start of the school year.

Councilwoman Nagel expressed her appreciation to staff for their assistance. In response to her questions, Corporal Larimer said: 1) the Computer Aided Dispatch system project cost was \$807,500 based on the audit of the radio system project; 2) the cost for a maintenance contract for the Cambridge Police Department was \$20,000 and \$7,000 for the Hurlock Police Department; and, 3) it is his understanding there are no requirements that these municipalities pay for their portion of that contract. Councilman Travers noted that the County dispatches calls for each of these entities. Pursuant to his query, Mr. Kjar said the system is connected to their vehicles and assists them in writing their reports in the field. Mr. Keyes explained that their computers are interfaced with the County's system. Councilman Newcomb said these items can be factored in as part of the tax differential the County provides to these entities.

Councilman Nichols said Emergency Services and Information Technology staff worked well together during this process. They all agreed that the report provided by Ms. Rahilly was accurate pursuant to his inquiry. Mr. Keyes said the team re-inventoried everything, noting that the majority of the equipment was still in boxes. Mr. Meekins opined that there was zero accountability by the prior administration. Councilman Nichols said it is his understanding that the radios were stored for a long period of time before being used as part of this project. He expressed concern about the lack of oversight by the prior administration. Ms. Faith explained that documents regarding the radio system project were so sparse, they had to rely on Motorola, Spillman and others to obtain documentation.

In response to a question posed by Councilwoman Nagel, Ms. Rahilly said she was unable to match the list she provided with others she found, noting there were many discrepancies so staff asked Motorola for the original documents. She stated that she was advised that some change orders were made without proper documentation. Based on comments made by Councilwoman Nagel, Ms. Rahilly said the volunteer fire company that did not receive what they were supposed to will be provided radios, one for one, and anything else they should have received. Mr. Rahilly commended the team for their dedication to the project.

Councilman Newcomb asked for an update on the paging system which does not always have a clear signal. Mr. Meekins said a meeting is being held this Thursday with Motorola to determine what can be done to this system and if it will be covered under the contract. He explained that there were engineering flaws. He explained that equipment had to be moved from the Health Department tower to the Fieldcrest tower which has a difference in height of 40 to 50 feet. In response to inquiries from Councilman Newcomb, Corporal Larimer referenced a page in the packet the Council received regarding the distribution of radios to the volunteer fire companies.

Pursuant to queries from Councilman Pfeffer, Mr. Meekins and Corporal Larimer referred to the page in the packet which shows the initial orders and change orders. Councilman Pfeffer questioned whether the amount spent equals the equipment that was received. Mr. Keyes said the assessment from a third party they would like to seek will confirm whether or not the County has received everything under the agreement with

Motorola. Mr. Meekins said he is 99% sure the inventory matches the orders. Mr. Adkins said he and Michael Spears, Finance Director, have compared the contract to invoices and all of the items for which funding has been submitted have been received which were reviewed by Mr. Meekins and Mr. Kjar as well. Ms. Rahilly said an independent company will provide checks and balances, noting that she is seeking Numbers Board funding for a review. She said they may discover rebates that the County may be able to obtain.

In response to a question posed by Councilwoman Nagel, Ms. Rahilly said at some point they may have to seek additional funds for the radio system project; however, not until unnecessary items are returned for credit. Corporal Larimer said there was a safety net built into the project; however, they are unsure whether there is now an excess of monies based on the returns and uncertainty about other costs. In response to a question posed by Councilman Nichols, Councilman Travers referenced newspaper articles in which it was noted that several counties are still having trouble with their systems due to interference.

Pursuant to an inquiry from Councilman Newcomb, Ms. Rahilly expressed her belief that the radio system project will be completed by the end of the year. Mr. Meekins said a significant order for radios will have to be placed for the Public Works Department after the integration of the Board of Education into the new system. Councilman Newcomb recognized that William Fleming, Transportation Manager, was present, noting that the Board of Education was not aware of the project until he spoke to him.

Two residents thanked the Emergency Services staff for their hard work in ensuring that the radio system installation is successful and providing this update.

The Council thanked Ms. Rahilly and staff.

MANAGERS COMMENTS

TRAVEL REQUEST-EMERGENCY SERVICES

The Council approved the request of Ms. Rahilly for approval for the following individuals to attend the Motorola/Spillman Flex Summit, the new CAD vendor's annual conference to Salt Lake City, Utah from September 29 to October 4, 2019: Ms. Rahilly, Nicholas Kovach, Marshall Kjar, and Matt Meekins. The Council acknowledged that: 1) the total cost for the Summit is approximately \$8,900 to \$9,500; 2) the cost of conference is being covered by the vendor which is part of the system contract; 3) funds in the 911 Budget will cover the cost of travel; and, 4) airfare has not been booked since it is non-refundable.

STORMWATER MANAGEMENT AGREEMENT-PUBLIC WORKS

The Council agreed to enter into a Storm Water Management Agreement for Oxford Chase Development for a Dollar General in East New Market

RESERVE DOCKAGE REQUEST-ANNUAL CHOPTANK HERITAGE SKIPJACK COMMITTEE

The Council approved the request of Lou Hyman, Race Committee Chair, to reserve dockage along the bulkhead of the County Office Building and to post "reserved" signs the week of the race on Friday, September 20, 2019 and Saturday, September 21, 2019 for visiting skipjacks for the Annual Choptank Heritage Skipjack Race.

DEER POPULATION CONTROL-AIRPORT

Meighan "Chis" Chisholm, Airport Director, said in the past the Cambridge-Dorchester Regional Airport has participated in the Maryland Department of Natural Resources (DNR) "Letter of Authority" Program which reduced deer runway aircraft collisions. He explained that this program has been cancelled. He said he is currently completing an application to participate in a new DNR/Wildlife Heritage Service Deer Cooperator Permit Program. He cited his concern that at the current time no measures can be taken to control the deer population at the Airport. The Council approved the request of Mr. Chisholm to send a letter to the City of Cambridge Mayor and Commissioners stating that Dorchester County needs to move forward with these solutions and seeking their approval to the discharge of firearms by County staff who will obtain a Deer Cooperator Permit for deer control or U.S.D.A Wildlife personnel.

REQUEST FOR APPROVAL TO PURCHASE TRACTOR AND CUTTER-PUBLIC WORKS

Mr. Adkins presented a request to purchase a John Deere Cab Tractor and a cutter from the lowest bidder using FY20 Capital Budget funds. Councilman Newcomb expressed his belief that no action should be taken on this request until requests for proposals are advertised and responses are received. A motion to approve the request failed with Councilman Nichols, Councilwoman Nagel and Councilman Newcomb opposing. Mr. Adkins explained that Public Works staff are working on the requests for proposals which should be ready by the next meeting.

REQUEST TO PURCHASE LIVE SCAN-SHERIFF'S OFFICE-EMERGENCY SERVICES

Mr. Adkins said: 1) the prior County Manager and prior Emergency Services Director discussed with Sheriff James Phillips the use of bond proceeds for the radio system to purchase a Criminal Live Scan system; 2) the request before Council is to purchase this system at the cost of \$27,710 using bond proceeds; 3) Michael Spears, Finance Director, has confirmed that bond funds can be used for this purpose. Councilman Pfeffer made a

motion to approve the request which was seconded by Councilman Travers. In response to inquiries from Councilmen Newcomb and Nichols, Mr. Adkins advised that: 1) the system is used to process individuals who have been arrested including taking their fingerprints electronically; 2) the current machine was purchased around the time of the Sheriff's first term and due to its age cannot be repaired; 3) the use of this system is State mandated and, 4) the system interfaces with the Spillman CAD program and provides Deputies the ability to utilize it while in the vehicle. Councilmen Newcomb and Nichols expressed trepidation about using bond money. Councilman Nichols questioned whether money is available in the Sheriff's Office budget for this purpose. Councilman Pfeffer's motion to approve the request failed with Councilwoman Nagel, Councilman Nichols and Councilman Newcomb opposing. The Council agreed to ask Sheriff James Phillips to determine if there are monies in his budget to cover the cost of this equipment and if not, come back to the Council which Councilman Newcomb opposed.

TAX LIEN PROPERTY BID AWARDS-FINANCE

Cindy Smith, Assistant Finance Director, presented her recommendation that the Council award bids to the following for tax lien property: 1) Bonnie Nichols, Lot 41, Edgewood for \$100; 2) 2603 Toddville to Edward Moody for \$3,000; and, 3) Megan Adams, 309 S. Main Street, for \$6,128.80 through the grant program outlined in the Tax Lien Repurpose Plan. Ms. Smith said she confirmed with John Avery, Clerk, Town of Hurlock, that the church property (Main Street) is zoned for residential use. In response to a question from Councilman Pfeffer, Ms. Smith said there is a minimum limit of costs that must be met in order for an individual to qualify for the grant program. She explained that if awarded the property, Ms. Adams, will be required to sign a Memorandum of Understanding with the County at the time the deed is signed which will contain a reverter clause to ensure she renovates the structure and lives there for three years. The Council approved Ms. Smith's recommendation.

REQUEST FOR LETTER OF SUPPORT-HEART OF CHESAPEAKE COUNTRY HERITAGE AREA GRANT-NATIONAL OUTDOOR SHOW

The Council approved the request of Marlene Meninger for a letter of support of the National Outdoor Foundation's application for a Heart of Chesapeake Country Heritage Area mini-grant to assist with its new cookbook and gallon oyster tin.

SPECIAL EVENTS AGREEMENT-HORN POINT OPEN HOUSE-UNIVERSITY OF MARYLAND CENTER FOR ENVIRONMENTAL SCIENCE

The Council agreed to execute a Special Events Agreement between the University of Maryland Center for Environmental Science, Sponsor, the Council and the Sheriff of Dorchester County to provide public safety services in the form of two vehicles and two deputies at the Horn Point Open House on October 12, 2019 from 11 a.m. to 4 p.m. for \$525. The Council acknowledged that the Sheriff's Office personnel costs are calculated at premium overtime.

BLACKWATER NATIONAL WILDLIFE REFUGE MUTUAL AID AGREEMENT 2019

The Council agreed to enter into a Mutual Aid Agreement between the U.S. Department of the Interior Fish and Wildlife Services Chesapeake Marshlands National Wildlife Refuge Complex to assist each other in the event of a natural or man-caused disaster.

REQUEST TO RESERVE DATES/LOCATION-2020 ELECTION ACTIVITIES- ELECTIONS OFFICE

The Council approved the request of Gwendolyn Dales, Director, Dorchester County Elections Office, to reserve Rooms 110, Room 209 and the lobby of the County Office Building for various 2020 Election Activities contingent upon no Board/Commission or Council meetings being held in the building during this time frame.

CORRESPONDENCE REQUEST-FORESTRY INDUSTRY

Mr. Adkins said before the Council for its consideration is a proposed letter to Governor Lawrence "Larry" Hogan asking him to assist with the prevention of the conversion of Eastern Correctional Institute's (ECI) energy source from woody biomass to gas which will negatively impact the forest products industry. Councilwoman Nagel made a motion to send the letter to Governor Hogan and all of the counties on the Eastern Shore which was seconded by Councilman Newcomb.

In response to a questions from Councilman Travers, Councilman Newcomb said: 1) individuals from the forest industry, including Lin Spicer, Johnson Logging, Phil McDonnell, are asking that this correspondence be sent to Governor Hogan; 2) Jeannie Haddaway-Riccio, Secretary, Department of Natural Resources, was asked but did not meet with them so they could address with her their concerns; and, 3) a member of Governor Hogan's Chief of Staff participated in a tour with forest industry individuals who advised them to send information to him to relay to the Governor. Councilman Travers said Secretary Haddaway-Riccio spoke to him during the MACo Conference about this opposition letter and asked him to obtain more information before taking any action on it, if it came before the Council. He noted that there are many other property owners and businesses who are in favor of the gas line. Councilman Newcomb and Councilwoman Nagel explained that the goal is to prevent the conversion of ECI's energy source from wood to gas, not to halt the gas line project. Councilman Travers expressed his understanding that the individual(s)/entity(s) that has the sole source contract with ECI are seeking this correspondence. In response to his request, Councilwoman Nagel said ECI does use dorchester lumber. Councilwoman Nagel expressed her belief that the parties should meet to develop another solution.

Councilman Pfeffer asked if anyone was present from the forestry industry. There was no response. Councilman Travers said he needs more information and expressed his concern that a request was not submitted by the forestry industry. In response to a question from Councilman Travers, Councilwoman Nagel confirmed that Secretary

Haddaway-Riccio was invited but did not participate in the forestry industry tour. The Council agreed to send the correspondence. Councilmen Pfeffer and Travers abstained, citing the need for more information from the forestry industry before rendering a decision.

REQUEST FOR LETTER OF SUPPORT-MARYLAND AFFORDABLE HOUSING TRUST APPLICATION-HABITAT FOR HUMANITY

The Council approved the request of JoAnn Hansen, Executive Director, Habitat Choptank (HC), for a letter of support for HC's application to the Maryland Affordable Housing Trust for funds to support its construction projects in Cambridge, Easton and St. Michaels.

LETTER OF SUPPORT REQUEST-MARYLAND HISTORICAL TRUST GRANT-MACE'S LANE

The Council approved the request of Kevin Cornish, Maces Lane Community Center Project Steering Committee, for a letter of support for the Committee's application for \$100,000 from a FY2020 African American Heritage Preservation for a community center at the old Mace's Lane School.

AUTHORIZATION OF NEGOTIATE SETTLEMENT

Mr. Adkins said: 1) Ms. Rahilly has expressed an interest in negotiating with a billing company for either a release or to increase recovery percentages; and, 2) E. Thomas Merryweather, County Attorney, has recommended Council authorize the County Manager to negotiate settlement with this company and if not successful, then contact an attorney. Councilman Pfeffer made a motion to authorize Mr. Adkins as County Manager to negotiate with the company which Councilman Travers seconded. In response to a question from Councilman Nichols, Mr. Merryweather said the current contract does not include a termination clause, noting it can be terminated after 2022. Councilwoman Nagel inquired as to whether Ms. Faith can assist Mr. Adkins with the negotiations. Mr. Merryweather said while historically the County Manager negotiates settlements, she can participate in the negotiations. Pursuant to a query by Councilman Newcomb, Mr. Adkins said the difference in recovery between the prior billing company and the current company is about 30%. Councilwoman Nagel asked if a letter can be sent prior to the commencement of negotiations. Mr. Merryweather said such correspondence is part of the negotiation process.

Councilman Pfeffer made a motion to authorize the County Manager to negotiate and solicit assistance from other individuals and/or resources available with Ms. Rahilly and Ms. Faith being present which Councilman Travers seconded. The motion failed with Councilwoman Nagel, Councilman Newcomb and Councilman Nichols opposing. The Council agreed that a letter should be sent to the billing company to initiate the negotiation process.

SHORTERS WHARF ROAD DISCUSSION

Mr. Adkins said about three to four years ago Federal Land Access Program (FLAP) funds were expended for a study on a road prior to Shorters Wharf Road which had settlement issues. He expressed his understanding that at that time the only available option was to build a bridge across the marsh at the cost of over \$42 million. He said he and Ms. Smith had a conference call with FLAP staff about the remaining \$330,000 allocated to the County. He explained that he asked if the funding can be used for the roadway or for Bestpitch Bridge repairs and was advised that neither option is available; however, the funds can be used to conduct a road improvement feasibility study. The Council agreed to use the funds for this purpose.

PUBLIC COMMENTS

Donald Gray, resident, expressed his understanding that the Planning and Zoning Department is open from 9:00 a.m. to 3 p.m. He cited his concerns about the reduction in hours as well as timeliness. He referenced his prior pursuit of an update on the Hearn building. Councilman Newcomb said the County has no involvement with the repurpose of this property, noting that the Department of Housing and Community Development is working with an entity which is submitting proposals for funding. Based on Mr. Gray's inquiry, Councilman Nichols stated that the Council is still engaged in the process of hiring a Public Works Director. Pursuant to Mr. Gray's query, Councilman Newcomb said Council has heard rumors that the federal government may be renting this private property for Immigration and Customs Enforcement to use as a booking facility. Councilman Nichols said the County has not sold the Health Department property nor moved the agency to the old Metro building in response to inquiries from Mr. Gray. Councilman Newcomb noted that the Planning and Zoning Office now opens at 8 a.m. Mr. Gray reiterated his concerns about this office.

Stanley Trice, resident, expressed concern about the prior failed motion to purchase equipment for the Public Works as well as staffing in this department. Mr. Trice encouraged the Council to support the Sheriff by approving his funding requests. Councilman Nichols noted that by percentage the Sheriff's Office has received an increase for the last four years.

COUNCIL'S COMMENTS/ADJOURNMENT

Councilman Travers said at the Maryland Association of Counties (MACo) Conference last week he attended: 1) a conference on Next GEN 911; 2) a Clean Chesapeake Coalition meeting; 3) Town Hall Meeting with Senator Benjamin Cardin; and 4) a meeting with Maryland Department of Transportation Secretary Pete Rahn. He stated that during the CCC meeting there were discussions about the Conowingo Dam, test pilot dredging and taking the spoils the Aberdeen Improving Grounds as well as a push to change the dredging program. He said he asked them not to make changes because spoils are needed on James and Barren Island.

Councilman Travers noted that at the meeting with the Transportation Secretary, which Councilman Pfeffer also attended, they discussed the Church Creek project regarding the Shelia Edmunds property. He advised that at the meeting Jay Meredith, District #1 Engineer, State Highway Administration (SHA) said the new design will address the issues relating to this property. Councilman Newcomb advised that is his understanding as well. Councilman Travers noted that there will be yield. Councilman Newcomb said the last plans he reviewed did not include a yield sign, noting that at one time a roundabout was being discussed. Councilman Travers stated that plans the Council discussed regarding Washington Street were also brought to the Secretary's attention. He said SHA is going to provide their thoughts and plans to the Council before continuing discussions regarding this road. He expressed his understanding that SHA may not be doing much work in the County since the highway user revenues for Dorchester County was removed from the budget with the remaining going towards mass transit projects. Councilman Travers said he expressed his concern about local jurisdictions not benefiting from these types of projects.

Councilman Travers referenced the information Mr. Adkins sent the Council about a reduction in recycling figures for the County pursuant to correspondence from the Maryland Department of Environment (MDE). He said he attended a conference at MACo during which recycling was discussed. He questioned whether all of the recyclers report their figures to the County, including Chesapeake Waste and Waste Management. Mr. Adkins said they submit their figures to the County and noted that John Cooney, Landfill Manager, is gathering information from Walmart and properties along Woods Road. Councilman Travers said one suggestion that was posed during the discussion was issuing a license to waste haulers who use the landfill which requires them to submit reports. He inquired as to whether crab chum and oyster shell numbers are in the recycling figures. Councilman Newcomb said these items are not included in those numbers. He expressed his understanding that the packers may be able to provide crab chum figures. Mr. Adkins said he will be meeting with MDE staff on August 28, 2019 at 10 a.m. at his office to seek their recommendations. He advised that it is his intention to visit the County's recycling locations with these individuals on the same date.

Councilman Pfeffer said he toured the new North Dorchester High School and attended a meeting with Kelly M. Schulz, Secretary of Commerce, with Economic Development staff. He advised that he also attended the MACo conference at which he spoke to Governor Lawrence Hogan, Secretary Rahn and other elected officials in the surrounding counties and State. He noted that the County received about \$600,000 this year in highway user revenues and will receive \$900,000 next year. He said some of the items discussed at the conference were a possible recession next year, a predicted \$1 billion deficit in the State and Kirwan Commission recommendations which may result in a 30 to 50% increase in Maintenance of Effort.

Councilman Newcomb asked if anyone heard about the last minute realization that a student parking lot was not included in the plans for the new North Dorchester High School. Councilman Travers said he did not, noting that he was present when the land was leveled by the old school and the bus loop was blacktopped. Councilwoman Nagel

expressed her understanding that approximately 200 yards of dirt were removed for this parking area and distributed.

Councilman Nichols announced that the next County meeting is on September 3, 2019.

With no further business to discuss, the Council adjourned.

ATTEST:

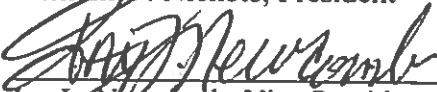


Keith Adkins
County Manager

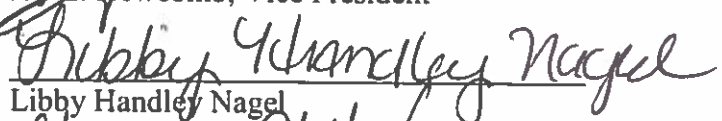
THE COUNTY COUNCIL
OF DORCHESTER COUNTY:



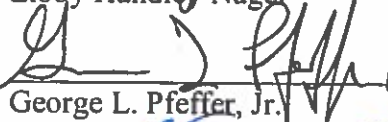
William V. Nichols, President



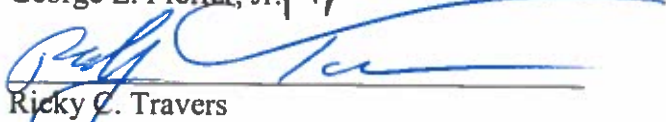
Jay L. Newcomb, Vice President



Libby Handley Nagel



George L. Pfeffer, Jr.



Ricky C. Travers

Approved the 17th day of September, 2019.

Radio Presentation

- **Initial roll out issues such as wrong holsters, no inventory control and accountability etc.**

No inventory information was passed on by previous administration. Ashley was supposed to keep record as assigned by Anna but that was not the case. As of the beginning of April, Matt was finally tasked with radios. After Matt was tasked with leading the radio project in April, he met with the Chief's Committee, formulated a plan on how they would like their radios to work and issues with the programming they were given. Matt executed the changes requested and programmed the fire chiefs' radios to test the changes. Matt has attended the Chief's meetings to assure all of their needs are addressed for radios. He developed a plan and executed started with inventory to accurately account for all the equipment that the county purchased for the new project and for the old radios. It was supposed to be a one to one but that didn't happen. I had been asking and asking Kim and Ashley for information and status updates but was never given any information.

When Matt did the inventory, it was discovered that the holsters that were received were discontinued and thus were the wrong holsters. A change order is in the works and the 233 holsters will be returned at the next order and returned 233 holsters will be a credit. The Chief's committee has said they do not want a holster...they would rather have spare batteries that were not included. Spare batteries were excluded once the project got started due to cost by Anna.

Every portable radio was to have a holster, mic, 1 spare battery

During inventory completed by Matt in April, 154 non fire mics that should have been returned for a credit were discovered in the airport storage. These were set to be returned for a credit which never happened. These will be returned on the next order for credit. We will be returning items at the next order for credit as to reduce the restock fee.

- **Radio one for one. Number needed and actual number ordered**

Numerous different counts discovered---no clear or concise numbers....none of the counts matched

Numbers from MOTO Richard and from investigating what we had. Can confirm all during second touch.

FIRE: 264 initially ordered, another 26 additional ordered by previous admin TOTAL OF 290 RADIOS (unknown how they determined where the extra ones went) List attached of who was supposed to get what and the return list – Need to purchase 28 additional to include a base station at each station, includes units that weren't completed, need to order 228 batteries, 4 mics. This includes 5 spare fire portables, 2 spare fire mobiles. One for one list attached.

Number of active radios: 290

EMS: 14 radios needed – To include 2 portable radios per unit / and reserves, gator, and a base station at 200, 500, 600. 18 vehicle portable radio chargers, 20 spare batteries.

Number of active radios: 26

LAW: 2 spare portables, 2 spare mobiles needed

Number of active radios: 217 (DSO, CPD, HPD)

PUB WRKS: 70 total radios -30 portables that were purchased. 40 mobiles needed.

Number of active radios: 5 (Airport)

EM: 2 mobiles needed. 1 for red EM truck, 1 for EM SUV

Number of active radios: 1 Portable

DDC: None needed.

Number of active radios: 52

There are 632 active subscribers on the 700 system for Dorchester County

- **Summary of 911 center progress**

Furniture was installed prior to any of us. There was a 4 foot discrepancy that none of us were privy to so when the furniture arrived, it did not fit. Adjustments were made to the best of our ability to make the furniture fit. The center is not ADA compliance because XYBIX (the furniture company) measured wrong. It was known by Kim that the measurements were inaccurate, yet the furniture was accepted and placed in the center despite the measurement being wrong. Truth be told, delivery of the furniture should have never been accepted. The design was switched to accommodate the oversized furniture.

The HVAC was to be installed AFTER the consoles were placed in the new center. The HVAC was a part of the initial project but was never started. Kim stated she had decided to have the HVAC installed after the new center was up and running. Everyone here agreed the HVAC should be completed before the new 911 center was up and running so it was pushed to the front of the list and completed.

In the initial design, there were significant design flaws that were not fire and building code compliant. These design flaws resulted in a redesign. The possible relocation of the health dept changed the entire infrastructure designs and locations of the initial components. Based on the health dept relocation possibility, a server room was required to store the additional components of the backhaul needs of the new dispatch center.

Kim delayed the monitor replacement in the new center. IT wanted to replace all the monitors and Kim had a plan to delay monitor replacement for a year. The old radio infrastructure was being pushed to be put on the new console positions. We cannot speak to why but it is not compatible with the new consoles and was basically obsolete. The old 800 system is not supported anymore and part availability is limited so there is no need to put this on the new consoles. The original thought was that there would be agencies on the old 800 system and that the center would be back on Fieldcrest prior to that transition. That 2 month time period was inaccurate and we are now 8 months in to the transition. Those sitting before you today, decided that putting the 800 system in the new center would not be beneficial and

would cost the county more money. To be completely honest, there was no project oversight and designs were not thought through completely. Players that are no longer here had responsibilities that were not satisfied. Unfortunately, because of this, those before you weren't privy to all aspects and are discovering needs not thought of by those no longer here. Essential components and services that were not provisioned were discovered and those components are being added back into the project to keep things moving.

As of today, there are multiple projects still needed for the new center completion. There isn't a checklist to confirm that all the aspects of the new 911 center have or are being completed. We are requesting that the Numbers Board fund a consulting agency to review the status of the new 911 center to make sure we are compliant with any and all regulations...that no stone has gone unturned. Due to the complexity of the contracts and those before you relying on Motorola to basically, "be honest with us", we feel it is in the best interest of the county to have this consulting firm review as to take any liability off of us. We will hear if our request has been approved on August 29th when the Numbers Board meets again. Motorola has come back and said they are uncomfortable running wiring due to the liability of anything happening to the CAD. So now, we have to terminate that wiring and patch it in. This was an unexpected change that requires more man hours from our team.

- **Summary of each department status with the change over**

Fire---base stations were promised but never order by previous administration. There are a couple of units that haven't been completed and radios need to be ordered.

EMS---reserve units not initially completed and are completed...no spare radios allotted for this department.

Law---several units were not completed and are now completed---tactical truck was left off but is now completed

Detention---7 DDC transport vans were not completed and are now completed

Public Works---needs up to 70 radios---we have 30 portables ready for them...additional radios will be portables and mobiles...original order for them was what Ryan White asked for and was for all portables but then he changed his mindKeith and the radio team are discussing the additional radios for public works and the options available.

BOE---40 buses have been completed and transitioned to the new radio system....remainder of the buses will resume on the 23rd of August. Portables for the schools are being upgraded and is being steered by Bill Fleming.

DelMarVa Community Transit---waiting on official answer from the State of Maryland on whether or not they can join the 700 system.

- **Issues with coverage i.e. pagers, radios**

We are aware of paging coverage issues and we are working with Motorola to determine if they are a part of the contract. We meet with Motorola on Thursday to go over

this very topic. We cannot speak at this moment as to whether or not these issues will be covered under the contract or if it will be an additional, unexpected cost

- **Anticipated completion date**

We anticipate to be back in the new 911 center before the end of the year....we are doing what we can to see that all the projects continue to move simultaneously. Unfortunately, some parts require work completed before another project can be started. Please remember there are many projects going on at the same time...911 center relocation, CAD and RMS, radio, firewall implementation, and EOC relocation. These sound small but each one of these projects are huge with layers.

Equipment Quotation

Quote #: DOR CHANGE ORDER 1

Prepared By: Richard Morris Phone: 413-285-9965

PREPARED FOR	Anna Sierra	Additional Fire and PW Subscribers
COMPANY	Dorchester County Emergency Services	
PHONE		

Equipment Details and Pricing

	<u>Qty.</u>	<u>Model</u>	<u>Description</u>	<u>List Price</u>	<u>Contract Unit Price</u>	<u>Total Price</u>
ADD FIRE	26	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	\$ 3,026.00	\$ 2,178.72	\$ 56,646.72
	26	QA02006	ENH: APX6000XE RUGGED RADIO	\$ 800.00	\$ 576.00	\$ 14,976.00
	26	QA01427	ALT: IMPACT GREEN HOUSING	\$ 25.00	\$ 18.00	\$ 468.00
	26	Q806	ADD: ASTRO DIGITAL CAI OPERATION	\$ 515.00	\$ 370.80	\$ 9,640.80
	26	H38	ADD: SMARTZONE OPERATION	\$ 1,200.00	\$ 864.00	\$ 22,464.00
	26	G996	ADD: PROGRAMMING OVER P25 (OTAP)	\$ 100.00	\$ 72.00	\$ 1,872.00
	26	Q361	ADD: P25 9600 BAUD TRUNKING	\$ 300.00	\$ 216.00	\$ 5,616.00
	26	QA00580	ADD: TDMA OPERATION	\$ 450.00	\$ 324.00	\$ 8,424.00
	26	QA01767	ADD: P25 LINK LAYER AUTHENTICATION	\$ 100.00	\$ 72.00	\$ 1,872.00
	26	QA01648	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	\$ 5.00	\$ 3.60	\$ 93.60
	26	HA00022AB	ADD: 3 YEAR SERVICE FROM THE START COMPREHENSIVE	\$ 234.00	\$ 234.00	\$ 6,084.00
Use 11 from	15	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2 3A, 115VAC, US/NA	\$ 150.00	\$ 115.50	\$ 1,732.50
CPD	15	PMLN5657B	APX6000 CC 2.75 SWLBL 2900&2150MAH	\$ 71.50	\$ 55.06	\$ 825.83
	15	PMMN4062A	IMPRES RSM, EMERGENCY BUTTON 3.5MM JACK IP54	\$ 118.00	\$ 90.86	\$ 1,362.90
						\$ 132,078.35
ADD PW	22	H51UCF9PW6 N	APX 4000 7/800 MHZ MODEL 2 PORTABLE	\$ 1,963.00	\$ 1,413.36	\$ 31,093.92
	22	QA04865	ADD: TWO KNOB CONFIGURATION	\$ -	\$ -	\$ -
	22	QA02756	ENH: 3600 OR 9600 TRUNKING BAUD SIN	\$ 1,570.00	\$ 1,130.40	\$ 24,868.80
	22	G996	ADD: PROGRAMMING OVER P25 (OTAP)	\$ 100.00	\$ 72.00	\$ 1,584.00
	22	QA00580	ADD: TDMA OPERATION	\$ 450.00	\$ 324.00	\$ 7,128.00
	22	QA01648	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	\$ 5.00	\$ 3.60	\$ 79.20
	22	QA01767	ADD: P25 LINK LAYER AUTHENTICATION	\$ 100.00	\$ 72.00	\$ 1,584.00
	22	HA00022AB	ADD: 3 YEAR SERVICE FROM THE START COMPREHENSIVE	\$ 234.00	\$ 234.00	\$ 5,148.00
	22	NNTN8128BR	BATT IMP STD LI ION 1900M 2000T	\$ 102.00	\$ 78.54	\$ 1,727.88
	22	PMPN4174A	CHGR DESKTOP SINGLE UNIT IMPRES US/NA	\$ 69.25	\$ 53.32	\$ 1,173.10
	22	PMLN7182A	APX2000/4000 TWO-KNOB SWIVEL LEATHER CARRY CASE	\$ 60.00	\$ 46.20	\$ 1,016.40
	22	PMMN4084A	PLUS RSM NC IP54 THRD 3.5MM JACK RX	\$ 95.00	\$ 73.15	\$ 1,609.30
						\$ 77,012.60
11 From CPD	37	T7914	RADIO MANAGEMENT ONLINE	\$ -	\$ -	\$ -
	37	UA00049AA	ADD: RADIO MANAGEMENT LICENSES ONLINE	\$ 100.00	\$ 72.00	\$ 2,664.00
						\$ 2,664.00
CPD RETURN	11	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	\$ 3,026.00	\$ 2,178.72	\$ 23,965.92
	11	Q806	ADD: ASTRO DIGITAL CAI OPERATION	\$ 515.00	\$ 370.80	\$ 4,078.80
	11	H38	ADD: SMARTZONE OPERATION	\$ 1,200.00	\$ 864.00	\$ 9,504.00
	11	G996	ADD: PROGRAMMING OVER P25 (OTAP)	\$ 100.00	\$ 72.00	\$ 792.00
	11	Q361	ADD: P25 9600 BAUD TRUNKING	\$ 300.00	\$ 216.00	\$ 2,376.00
	11	QA00580	ADD: TDMA OPERATION	\$ 450.00	\$ 324.00	\$ 3,564.00
	11	QA01767	ADD: P25 LINK LAYER AUTHENTICATION	\$ 100.00	\$ 72.00	\$ 792.00
	11	QA01648	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	\$ 5.00	\$ 3.60	\$ 39.60
	11	Q15	ADD: AES/DES-XL/DES-OFB ENCRYPTION	\$ 799.00	\$ 575.28	\$ 6,328.08
	11	Q498	ENH: ASTRO 25 OTAR W/ MULTIKEY	\$ 740.00	\$ 532.80	\$ 5,860.80
	11	QA03399	ADD: ENHANCED DATA	\$ 150.00	\$ 108.00	\$ 1,188.00
	11	HA00022AB	ADD: 3 YEAR SERVICE FROM THE START COMPREHENSIVE	\$ 234.00	\$ 234.00	\$ 2,574.00
						\$ (61,063.20)

QUOTE PAGE TOTAL \$ **150,691.74**

Old Radio Equipment Return					
Station	# of Old Portables	# of 700Mhz Portables they received	Flash Needed?	Over / Under 1 for 1 w/o Flash need	
1	49 +2 Flash Need (51)	49	2	EVEN	
6	20	20	0	EVEN	
11	11 +1 Flash Need (12)	15	1	OVER 4	
16	13	13	0	EVEN	
21	7 +1 Flash Need (8)	9	1	OVER 2	
26	13 +4 Flash Need (17)	14	4	OVER 1	
31	12	12	0	EVEN	
41	5 +2 Flash Need (7)	9	2	OVER 4	
46	7	10	0	OVER 3	
51	11	10	0	UNDER 1	
56	16	16	0	EVEN	
61	13 +1 Flash Need (14)	13	1	EVEN	
66	6	11	0	OVER 5	
71	5	7	0	OVER 2	