

**County Council of Dorchester County
Regular Meeting Minutes
January 18, 2022**

The County Council of Dorchester County convened in Open Session at 6:18 p.m. on the 18th day of January, 2022. The meeting was also available to the public by conference call. A roll call of the members was conducted. Present on the conference call and in Room 110 were: Jay L. Newcomb, President; George L. Pfeffer, Jr.; and, Ricky C. Travers. Present via telephone was Libby Handley-Nagel, Vice President. Also present in Room 110 and via telephone were E. Thomas Merryweather, County Attorney; and Donna F. Lane, Acting County Manager.

REGULAR SESSION

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman Pfeffer led the invocation and the pledge of allegiance.

CALL FOR ADDITIONS OR DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

The Council approved the minutes of November 2, 2021; November 16, 2021; December 7, 2021 and December 21, 2021.

APPROVAL OF DISBURSEMENTS

The Council approved the vouchers as presented.

FINANCIAL REPORT: CASH AND INVESTMENTS

Councilman Newcomb reported total cash and investments as \$22,133,580.

CLOSED SESSION SUMMARY

The Council convened into Regular Session on January 18, 2022 at 5:07 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. Present in Room 110 were: Jay L. Newcomb, President; George L. Pfeffer, Jr.; and William Nichols. Also present in Room 110 were E. Thomas Merryweather, County Attorney; and Donna F. Lane, Acting County Manager.

The Council convened into a Closed Session at 5:08 p.m. on January 18, 2022 to discuss the following items pursuant to §3-305(b)(1):

1. Approved the request of the Director of the Department of Corrections to laterally transfer an existing employee who is Sergeant to Programs by a 4 to 0 vote and to promote an individual from Correctional Officer I to Correctional Officer II/Corporal for Records by a 4 to 0 vote;
2. Confirmed the hiring by the State's Attorney of an individual to fill a vacant Administrative position by a 4 to 0 vote;
3. Discussed with Planning and Zoning Director personnel matters relating to specific employees.
4. Discussed the results of interviews conducted on January 14, 2022 for the Tourism Director vacancy-agreed to schedule second interviews for several applicants.

Present in Room 110 were: Jay L. Newcomb, President; William V. Nichols; George L. Pfeffer, Jr.; Also present via the conference call was Donna F. Lane, Acting County Manager. Libby Handley-Nagel, Vice President, joined the meeting late via telephone. Ricky C. Travers joined the meeting late in Room 110. E. Thomas Merryweather, County Attorney, joined the meeting late in Room 110.

COMMENDATION-RETIREMENT-KANDY FOX

The Council removed this Commendation from the agenda. The Council adjourned into a public hearing.

PUBLIC HEARING-AGRICULTURAL LAND PRESERVATION EASEMENTS-PLANNING AND ZONING

A public hearing was held on FY 2022 Maryland Agricultural Land Preservation Foundation easements applications and rankings. There was no public comment. The Council approved the applications and rankings.

REGULAR SESSION

The Council convened into Regular Session.

MANAGERS COMMENTS

CORONAVIRUS RESPONSE & RELIEF SUPPLEMENTAL APPROPRIATIONS ACT OPERATING ASSISTANCE GRANT AWARD-DELMARVA COMMUNITY SERVICES

The Council approved the request submitted by Keith Adkins, CCTM, Transit Manager, Delmarva Community Transit (DCT), to execute a Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Operating Assistance Grant executed by MTA, which provides funds in the amount of \$163,593.00 to Delmarva Community Services to cover cost that DCT has incurred during the pandemic which will cover expenses such as

payroll, fuel, Covid barriers on our buses for employee protection, disinfectant, administrative cost, and personal protective equipment The Council acknowledged that: 1) the project time period for this grant is 01/20/2020 through 06/30/2024; and 2) a State or local share is not required with this grant.

DEPARTMENT OF AGING GRANT REIMBURSEMENT REQUEST-DELMARVA COMMUNITY SERVICES (DCS)

The Council approved the request of Catherine McCulley, Development Coordinator, Delmarva Community Services (DCS), for correspondence from the County Council requesting reimbursement for Department of Aging Capital Improvement Grants this entity received in 2014 and 2016 in the amount of \$800,000. The Council acknowledged that this was a pass through grant through Dorchester County with DCS being the sub recipient.

2023 RURAL LEGACY APPLICATIONS-PLANNING AND ZONING

The Council approved the request submitted by Jason Boothe, Environmental Planner, on behalf of Herve Hamon, Planning and Zoning Director, for authorization to submit applications to the State for FY 2023 Maryland Rural Legacy Program preservation funds, which are allocated through the Maryland Department of Natural Resources, with the following areas being submitted in the following order: 1) Eastern Shore Heartland Rural Legacy Focus Area as the first priority area; 2) the Nanticoke Rural Legacy Focus Area as the second priority area; and, 3) the Harriet Tubman Rural Legacy Focus Area as the third priority.

TRAVEL REQUEST-EMERGENCY SERVICES

The Council approved the request of Dozia Rahilly, Emergency Services Director, for Juanita Darby and Hubert Meekins to attend the Federal Emergency Agency (FEMA) fully funded Respiratory Protection Training in Anniston, Alabama from February 22 to February 26, 2022. The Council acknowledged that: 1) both individuals meet the pre-requisites for this training; 2) this program is designed for Emergency Services Departments and will provide the ability to operate our existing equipment in compliance with the applicable laws; and, 3) FEMA will pay for the training and travel including airfare, rental, hotel and meals.

EXTREME WEATHER POLICY-EMERGENCY SERVICES

Based on the request of Ms. Rahilly, the Council approved an Extreme Weather Policy for Emergency Medical Services contingent upon Paragraph F. titled "Field Operations" being amended to include after "Director/Chief" the phrase "with the approval of the County Manager."

LETTERS OF SUPPORT-AGRICULTURAL DEER COOPERATOR PERMIT

The Council approved the request submitted by George Timko, Deer Project Co-Leader, Wildlife & Heritage Service, Maryland Department of Natural Resources, for letters of support for the

Agricultural Deer Cooperator Permit applications of William Malkus, Lee Lyons, Phil Jackson, Sr., Phil Jackson, Jr., Curtis Windsor and Shawn Hall. Councilman Nichols joined the meeting.

LICENSE AGREEMENT-EASTERN SHORE INNOVATION CENTER-ECONOMIC DEVELOPMENT

The Council approved request of Susan Banks, Economic Development Director, to enter into a License Agreement between Dorchester County and Scosa Marketing, Inc. for Suite 011, consisting of 202 square feet, at the Eastern Shore Innovation Center from January 10, 2022 to January 10, 2024.

LICENSE AGREEMENT AMENDMENT-EASTERN SHORE INNOVATION CENTER-ECONOMIC DEVELOPMENT

The Council approved the request of Ms. Banks to amend the License Agreement between Dorchester County and Bioprosthesis at the request of Dr. Arun Kumar, CEO of Bioprosthesis, and extend the agreement by one month, so that it will commence on February 10, 2022 instead of January 10, 2022 due to delayed business travel and meetings at the start of the New Year due to COVID. The Council acknowledged that Dr. Kumar has been advised by Economic Development staff that should his request be approved a second extension would not be granted, thus releasing Suites 6/7 to other interested businesses.

REQUEST TO SOLE SOURCE-DEVELOPMENT OF 2022 LAND PRESERVATION, PARKS & RECREATION 5 YEAR PLAN-RECREATION AND PARKS

The Council discussed the request of Mike Diaz, Recreation and Parks Director, to sole source with a company to be the lead for the development of Dorchester County's 2022 Land Preservation, Parks and Recreation (LPPR) plan five year plan using Program Open Space funds, through a reimbursement process, of \$25,000 which has been encumbered and an additional \$25,000 which was applied for in this plan. Councilman Travers made a motion to approve the request which was seconded by Councilman Pfeffer. Pursuant to queries from Councilmen Pfeffer and Travers, Ms. Lane said: 1) the prior five year LPPR plan was developed by Rebecca White, Executive Assistant, Council's Office, who has since left County employment; 2) items were inadvertently left out of the document which resulted in the County's local match for Program Open Space being increased from 10% to 20%; 3) Frank Stout, the prior Recreation and Parks Director, revised the document which was approved by Council; and, 4) Mr. Diaz applied for an extension of the draft deadline of February 15, 2022 which was approved. The Council approved Mr. Diaz's request to sole source with Shore Strategies at the cost of \$36,955 using POS funds allocated for this purpose. Councilman Nichols opposed and opined that a request for proposals should be advertised. The Council agreed that Mr. Diaz should attend future Council meetings regarding his requests.

REQUEST TO ADVERTISE FOR BIDS-POOL RENOVATION-RECREATION AND PARKS

The Council approved the request of Mr. Diaz to advertise for bids for pool renovations outlined in the FY22 Local Parks & Playgrounds Infrastructure Program (LPPI) for Dorchester County

which was approved by Program Open Space and the Board of Public Works consisting of replastering of pool, coping, tile and 26 skimmer replacements. The Council acknowledged that LPPI funds of \$275,000 were approved for the renovation. In response to an inquiry from Councilman Travers, Ms. Lane explained that \$1 million in LPPI monies were provided to the County with no local match requirement.

BID AWARD REQUEST-LITTER REMOVAL SERVICE-PUBLIC WORKS

The Council approved the request of Dave Edwards, Public Works Director, to award the bid for litter removal service to SVF Ground Workz, the lowest bidder, at \$1,000 per day using funds from the FY22 Highway Division Operating Budget. In response to questions from Councilman Pfeffer, Mr. Edwards said: 1) four crew members will be on site for litter removal; 2) a County employee will only join the crew if they are working on the roadway; 3) pre-Covid inmate labor was utilized for litter removal; 4) last year there were approximately 23 litter complaints for which the road crew was shut down to perform cleanup; and, 5) it is less expensive to use a vendor. Pursuant to a query from Mr. Merryweather, Mr. Edwards said the per day amount is based on eight hours. Councilman Travers cited concern about the \$1,000 per day price for four crew members for an eight hour period. The Council approved the request of Mr. Edwards with Councilmen Travers and Pfeffer opposing. Mr. Edwards confirmed for Councilman Newcomb that the use of this vendor is on a trial basis. Councilman Newcomb thanked the Highway Division staff for removing snow and trees during the recent snow event. Councilwoman Nagel commended Mr. Edwards for joining them in pushing snow. Mr. Edwards thanked Mr. Diaz for allowing him to borrow Chad Malkus to assist with snow removal.

DONATION ACCEPTANCE

The Council accepted a donation from Terry Robbins, resident, of \$1,500.40 to Dorchester County for the Recreation and Parks Department's use, which are remaining escrow funds relating to the transfer of Bay Country Racquet Club to the County.

PLANNING COMMISSION APPOINTMENTS

The Council reappointed Ralph Lewis as the District 1 representative on the Planning Commission.

CHARTER REVIEW COMMISSION APPOINTMENTS

The Council acknowledged that the following individuals have been appointed to the Charter Review Commission: 1) Linda Henry, at large member; 2) Susan Dukes, District 4 representative; and, 3) Theresa Stafford, District 2. The Council appointed Bruce Coulson to the Commission as the District 1 representative.

EMERGENCY MEDICAL SERVICES STATION DISCUSSION

The Council acknowledged the receipt of maps from Brandon Vermillion, GIS Specialist, and the Eastern Shore GIS Cooperative regarding potential locations for County Emergency Medical

Services stations in lieu of leasing space from various volunteer fire companies in the County. The Council deferred discussion of the maps. The Council also requested additional clarification as to the reason only four years' worth of data was used and a heat map from Nick Kovach, 911 Communications Manager. The County Council recognized its prior discussion at a work session to use American Rescue Plan Act monies for new EMS stations.

NAMING OF COUNTY FACILITY

The Council recognized: 1) its June 15, 2022 deferral of naming the County owned property located at 4556 Ocean Gateway, Vienna which currently houses the Dog Control Facility until a decision is made on whether the Emergency Medical Services (EMS) unit/staff will also be permanently located on that property; 2) at that time Councilwoman Nagel proposed "J Baynard Complex" as the name for the property via written proxy; 3) the EMS station has been moved to leased space at the Eldorado Brookview Volunteer Fire Department. A motion made by Councilwoman Nagel to either name the building Four Paws Facility or Baynard Building failed due to the lack of a second. Dave Edwards, Public Works Director, asked Council to identify which entity is responsible for the building. The Council deferred the naming of the facility in order to obtain suggestion(s) from Sheriff James Phillips.

POTENTIAL COUNTY-CITY OF CAMBRIDGE-MEETING

Councilman Newcomb said he has been approached by a couple of City of Cambridge Commissioners regarding a two on two City/County meeting with one of the topics being each entity's use of American Rescue Plan Act funding. The Council agreed to proceed with the meeting contingent upon the City Council agreeing to the meeting and its selection of two members.

POLL CONFIRMATION

The Council confirmed its following decisions in the interim between meeting, via poll:

- to approve the request of Nancy Shockley, Local Management Board Director, to accept the following Emergency Rental Assistance Program Application requests by a 3 to 2 (no response) vote:
 - Itair Apartments \$ 1,808.00
 - Anastasia & Brandon Spear \$ 3,855.00
 - Barbara Pinder \$ 3,200.00
 - Bradford House \$ 10,841.00
 - Cambridge East Apartments, LLC \$ 13,800.00
 - Choptank Property Management \$ 3,302.00
 - Delphine Brown \$ 7,000.00
 - Cambridge Commons \$ 2,253.00
 - Jamie Richardson \$ 8,550.00
 - Lisa Marshall \$ 2,278.00
 - Marty Mullaney \$ 13,770.00
 - Powell Property Management \$ 2,187.00

- Rambler Associates \$ 3,978.00
- Vernelle Mitchell \$ 4,500.00
- Woods Road Meadows \$ 11,260.00

OTHER

The Council agreed to send a letter to the Veterans Administration Maryland Health Care System regarding transitioning from virtual to in house staffing of the Veterans Administration Outpatient Center in Dorchester County once COVID has subsided.

ADJOURNMENT

With no further business to discuss, the Council adjourned.

ATTEST:



Donna F. Lane, Acting County Manager

THE COUNTY COUNCIL
OF DORCHESTER COUNTY:



Jay L. Newcomb, President



Libby Handley Nagel, Vice President



William V. Nichols



George L. Pfeffer, Jr.



Ricky C. Travers

Approved the 15th day of February 2022.