

**County Council of Dorchester County**  
**Regular Meeting Minutes**  
**March 15, 2022**

The County Council of Dorchester County convened in Open Session at 6:02 p.m. on the 15<sup>th</sup> day of March 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; Libby Handley Nagel, Vice President; William V. Nichols; George L. Pfeffer, Jr.; and, Ricky C. Travers. 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.

**OTHER**

The Council agreed to move “Calls for Additions and Deletions” before the Closed Session Summary.

**APPROVAL OF DISBURSEMENTS**

The Council approved the vouchers as presented.

**FINANCIAL REPORT: CASH AND INVESTMENTS**

Councilman Newcomb reported total cash and investments as \$20,646,869.

**CLOSED SESSION SUMMARY**

The Council convened into Regular Session on March 15, 2022 at 5:05 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; Libby Handley Nagel, Vice President; William V. Nichols; George L. Pfeffer, Jr.; and, Ricky C. Travers. Also present in Room 110 was Donna F. Lane, Acting County Manager. Voting in favor of the Closed Session were the present Council Members.

The Council convened into a Closed Session at 5:06 p.m. on March 15, 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 fill a Secretary position by a 5 to 0 vote and agreed to consider a request to advertise in open session;
2. Approved the request of the Director of the Department of Corrections to hire an individual to fill a vacant Correctional Officer position by a 5 to 0 vote;
3. Due to the resignation of the current Planning and Zoning Director Council agreed to appoint an employee as Acting Planning and Zoning Director by a 5 to 0 vote;
4. Approved the request of the Finance Director to hire an individual to fill a vacant Accountant position by a 5 to 0 vote;
5. Confirmed the hiring by the Sheriff of an individual to fill a vacant Sheriff's Deputy position by a 5 to 0 vote;
6. Discussed a salary increase for a specific employee.

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

#### ANNOUNCEMENT

Councilman Newcomb announced that due to the submission of the current Planning and Zoning Director's resignation, the Council agreed in closed session to appoint Susan Webb, Assistant Planning and Zoning Director, as Acting Planning and Zoning Director which appointment will become effective the day after Mr. Hamon leaves.

#### CALL FOR ADDITIONS OR DELETIONS TO AGENDA

The Council agreed to add a request to advertise for a Planning and Zoning Director to the agenda and approved the amended agenda.

#### PROCLAMATION-ENDOMETRIOSIS AWARENESS MONTH

The Council presented a Proclamation declaring March 2022 as Endometriosis Awareness Month which was accepted by Shannon Hannawald, Endo Warriors of the Eastern Shore, Endometriosis Association.

#### COMMENDATION-YEARS OF SERVICE-WILLIAM JONES

The Council presented a Commendation to William Jones for his 15 years of service to Dorchester County and its citizens as State's Attorney.

## **FY 2023 ANNUAL TRANSPORTATION PLAN PRESENTATION-DELMARVA COMMUNITY SERVICES**

Santo Grande, President/CEO, Delmarva Community Services, said present are Andrea Waters, Statistician and Grant Writer and Keith Adkins, CCTM Transit Manager, Delmarva Community Transit.

Mr. Adkins presented the FY23 Annual Transportation Plan including statistics regarding the number of trips provided to citizens. He said they are in the beginning stages of purchasing new propane buses. In response to a question from Councilman Pfeffer, Mr. Adkins said they will take into consideration the use of electric vehicles moving forward, noting that by 2023 the Maryland Transit Authority vehicles must be electric. The Council approved the submission of FY 2023 Capital and Operating Agreements

## **IRONMAN MARYLAND UPDATE**

Angie Hengst, Race Director, the IRONMAN Group, presented a recap of last year's 70.3 Eagleman and Ironman Maryland and provided a brief update/overview for this year's events including the courses. Councilwoman Nagel cited her understanding that the ambulance service hired by IRONMAN did not have a sufficient supply of medical supplies. Ms. Hengst said they are using another medical company this year. Pursuant to a query from Councilman Newcomb, Dozia Rahilly, Emergency Services Director, confirmed that Snappers Restaurant and JM Clayton Company will have access through the County parking lot during the events. Joe Brooks, representing these two entities said while he is supportive of Emergency Medical Services and the IRONMAN events, accommodations need to be made for the businesses to continue to operate during the event. He noted that last year he had to seek assistance from the local authorities to ensure access. The Council approved his request for correspondence acknowledging that they have access to the County Office Building parking lot during special events. The Council acknowledged that a meeting will be held between Councilman Newcomb, Ms. Lane, County staff and Mr. Brooks to develop a plan to ensure that there is sufficient ingress and egress to the County Office Building for vehicles, including large trucks. Ms. Hengst said she wishes to attend that meeting as well. Ms. Lane referenced her prior request to Mr. Hengst for more signage noting that there is available parking in other areas of the County and for someone to direct traffic in and out of the County Office Building parking lot. Ms. Hengst said she will do so, noting that they will promote the use of the parking lot at Maces Lane school

## **MANAGERS COMMENTS**

### **LETTER OF SUPPORT REQUEST-CROSSWALK-RESIDENT**

The Council approved the request of Barbara E. Lake, resident of the Christ Rock community located in District 2 of Dorchester County, as Resident Agent and Board Member of the Friends of Stanley Institute, Inc. to send letters to the City of Cambridge and the State Highway Administration (SHA) for crosswalks at the intersection of Route 16 Church Creek Road, a State road and Rock Drive, a City road, to assist with foot traffic to access the Stanley Institute School

and Christ Rock United Methodist Church are located at the intersection. The Council acknowledged that Jay Meredith, District Engineer, SHA is aware that a letter is forthcoming.

#### RIGHT OF WAY REQUEST-RESIDENT

The Council conceptually approved the granting a right-of-way for the approximately 3.7 acre wooded parcel behind the Beulah Landfill owned by John Miller, contingent upon him contacting the Planning and Zoning Department and the Maryland Department of Transportation on whether or not they have any issues with this action and providing the Council correspondence from each entity. The Council acknowledged that: 1) Mr. Miller produced a survey by Bill Craig and Bill Craig has confirmed that the dirt road is located on the County landfill property; 2) Dave Edwards, Public Works Director confirmed that if the County granted the right-of-way to Mr. Miller it will not interfere with County landfill operations; and, 3) a legislative bill providing for the granting of the right-of-way will need to be prepared and adopted by the Council.

#### BID AWARD-CONTRACTOR-HURST CREEK LIVING SHORELINE PROJECT

The Council approved the request of Dave Wilson, on behalf of Delmarva RC&D, Inc., to award the bid for the Hurst Creek Living Shoreline Project to Shoreline Design, LLC, the lowest bidder, at the cost of \$1,275,000.

#### CONTINUED-BID AWARD-RENOVATION-RECREATION FACILITY-RECREATION AND PARKS

Ms. Lane advised that: 1) at its March 1, 2022 meeting, the Council deferred the request of Mike Diaz, Recreation and Parks Director, to award the bid for the renovation of the Recreation Center to the lowest bidder; 2) Council cited concerns about the proposed flooring; 3) Councilman Nichols also expressed concern about some of the proposed renovations; and, 4) asked Mr. Diaz to provide the bid specifications/request for proposals to each bidder. Councilman Travers made a motion to award the bid to the lowest bidder which Councilman Nichols seconded. Councilman Nichols questioned whether the motion included the flooring, since there were concerns expressed about the type of flooring at the last meeting that have not been addressed. In response to a query from Councilman Newcomb, Mr. Diaz said Council can choose to do the entire project or the project minus the flooring since the bidder has only provided the costs for the renovation not the flooring. The Council awarded the bid to Hill Kummel Contracting at the cost of \$106,630.

#### FEDERAL AVIATION ADMINISTRATION-AIRPORT TERMINAL PLAN FUNDING SUBMISSION REQUEST-AIRPORT

The Council approved the request of Steve Nuwer, Airport Director, to submit a form to the Federal Aviation Administration (FAA) for Airport Terminal Plan (ATP) funding under the Bilateral Infrastructure Law specifically to upgrade and modernize airport terminals and airport-owned control towers for the following projects: 1) replace/upgrade the Terminal HVAC system,

estimated at \$325,000; and 2) upgrade terminal lighting to LED, estimated at \$62,000. The FAA share is 95% and the County's share is 5% of the cost.

#### **FY2022-2027 AIRPORT CAPITAL IMPROVEMENT PLAN SUBMITTAL-FEDERAL AVIATION ADMINISTRATION-AIRPORT**

The Council approved the request of Mr. Nuwer to send to the Federal Aviation Administration a FAA FFY2022-2027 CGE Airport Capital Improvement Plan, (ACIP) and cover letter which outlines the intent of the County to support specific projects and is a continuation of previous annual ACIPs with changes, additions and alterations as needed. Mr. Nuwer explained that the following changes have been incorporated into the FFY2022-2027 ACIP: 1) Obstruction Removal – Phase 2 land acquisition/services deferred to FFY2023 due to condemnation proceedings on Burns and Bartrum properties; 2) Terminal HVAC Upgrade added with funding to be requested through BIL-ATP grant at 95% FAA/5% County; 3) Terminal LED Lighting Upgrade added with funding to be requested through BIL-ATP grant at 95% FAA / 5% County; and, 4) South Terminal Electrical Outlet Expansion added to be funded through County Capital Budget.

#### **FY23 COMMUNITY PARTNERSHIP APPLICATION RENEWAL-LOCAL MANAGEMENT BOARD**

The Council approved the request of Nancy Shockley, Local Management Board Director, to renew the Community Partnership Application for FY23 for the continuation of the following programs and budgets: LMB admin/community support (LMB office), \$165,992; Circles Poverty Reduction Lab, \$150,000; Circles Poverty Reduction Team, \$20,000, Connecting for Success Program, \$150,000 for a total of \$485,992 as well as \$20,000 in funding for a contract with Caroline County for a Local Care Team Coordinator.

#### **PUBLIC INFORMATION OFFICER REQUEST-CALVERT CLIFF EXERCISES-EOC ACTIVATIONS-EMERGENCY SERVICES**

Based on the request of Dozia Rahilly, Emergency Services Director, for the identification of three individuals who can serve as Public Information Officers for Calvert Cliff exercises and other Emergency Operations Center activations, the Council deferred this item. The Council asked Ms. Rahilly and Ms. Lane to provide them with names they can select from, which will be done by poll in order to ensure that individuals selected are able to attend the course which will be considered by Council by a poll in order to ensure that they can attend the upcoming required training.

#### **RENEWAL REQUESTS-UPS MAINTENANCE CONTRACT-CAD GIS SERVER LICENSE-EMERGENCY SERVICES**

The Council approved requests of Ms. Rahilly, to: 1) renew the UPS maintenance contract with Emergency Power Services Incorporated in the amount of \$6,150 for the period of March 1, 2021 to February 28, 2022; and, 2) renew the ESRI license for the CAD GIS Server it is an annual \$700.00 contract to enable staff to make necessary edits and files for the CAD system.

#### SOLE SOURCE REQUEST-WASHER REPAIR-DETENTION CENTER

The Council approved the request of Kenny Rodgers, Director, Department of Corrections, to sole source repairs to a washer at the Detention Center with EASCO Laundry, the vendor who has done prior repairs, at the cost of \$3,160.92. The Council agreed that if Mr. Rodgers feels the purchase of a new washer is necessary, he should submit a FY23 budget request.

#### TRAVEL REQUEST-DEPARTMENT OF CORRECTIONS

The Council approved the request of Mr. Rodgers for Captain Ronda Stanley, Lieutenant Corey Aubrey, and himself to attend the MCAA Conference in Ocean City from June 5 through June 7, 2022. The Council acknowledged that: 1) due to Covid, the Conference will be recognizing Officer of the year for 2019 which was Sergeant Nelson and 2020 was Officer Crew whose conference fees will be covered by MCAA; and, 2) there will be a one night stay; however, each person will use their own vehicle.

#### SURPLUS PROPERTY REQUEST-PUBLIC WORKS

The Council approved the request of Dave Edwards, Public Works Director, to surplus Unit # 4, a 2005 Chevy Blazer, VIN # 1GNDDT13X65K10081.

#### SENATE BILL 528-CLIMATE SOLUTIONS NOW ACT OF 2022

The Council agreed to send a letter in opposition for Senate Bill 528 entitled "Climate Solutions Now Act of 2022" which requires the State to reduce statewide greenhouse gas emissions through the use of various methods due to the proposed transition to electric without first coordinating with all of the affected parties, including local governments, businesses and residents for whom this will be a financial hardship.

#### CORRESPONDENCE-DEPARTMENT OF NATURAL RESOURCES-ERADICATING DEER-AIRPORT

Based on a request from Mr. Nuwer, the Council approved the request of George Timko, Deer Project Co-Leader, Wildlife & Heritage Service, Department of Natural Resources, for updated letters of agreement from the County to allow the discharge of firearms at the Airport for deer eradication. The Council agreed that staff can seek an updated letter of agreement from the City.

#### CORRESPONDENCE-MAINTENANCE OF EFFORT-BOARD OF EDUCATION

The Council agreed to send a joint letter with the Board of Education citing concerns about discrepancies between the Department of Legislative Services and the Maryland State Department of Education regarding the Maintenance of Effort figure for Dorchester County as well as regarding the Kirwan Commission local funding requirements.

#### ECONOMIC DEVELOPMENT ADMINISTRATION ECONOMIC ADJUSTMENT ASSISTANCE GRANT-WOODS ROAD-ECONOMIC DEVELOPMENT

The Council approved the request of Susan Banks, Economic Development Director, to submit an Economic Development Administration Economic Adjustment Assistance 50-50 grant application for funds to repave Woods Road from Route 50 to the Circle (.08 miles) and painting lines, and turning lanes for trucks. Councilman Pfeffer commended Ms. Banks for proactively seeking funding for this project.

#### MOSQUITO CONTROL BUDGET AGREEMENT-MARYLAND DEPARTMENT OF AGRICULTURE

The Council approved the written request of Assistant Secretary Kevin Conroy, Plant Industries & Pest Management, Maryland Department of Agriculture, for a commitment of \$435,391 for mosquito spraying for the 2022 season using FY23 budget funds.

#### FY23 COUNTY HOLIDAY SCHEDULE

The Council agreed to adopt the FY23 County Holiday Schedule.

#### BID AWARD-POOL SERVICES CONTRACT-RECREATION AND PARKS

The Council approved the request of Mike Diaz, Recreation and Parks Director, to award the bid for a pool services contract for the 2022 pool season to Coastline Pool Services, the sole bidder at the cost of \$121,408.

#### FUEL PRICE DISCUSSION-USAGE

The Council agreed that correspondence should be sent to the Department Heads regarding the use of the County's fuel station to achieve a savings in light of rising gas prices and to not leave vehicle engines running when stationary.

#### CLARIFICATION-CHOPTANK ELECTRIC BROADBAND PROJECT-DORCHESTER COUNTY

The Council recognized that in a recent Choptank Electric newsletter there was mention of the company pursuing broadband projects in various counties which did not include Dorchester County. Valerie Connolley, Vice President of Government Affairs & Public Relations, Choptank Electric Cooperative (Choptank), said information was sent out to a reporter for an article he/she was writing who failed to include Dorchester County for which grant applications had been submitted. She advised that the broadband deployment plans on Choptank's website have been modified to include Dorchester County.

LETTER OF SUPPORT-MARYLAND HISTORICAL TRUST APPLICATION-  
APPLEGARTH TUBMAN MEDICINE HILL PRESERVATION & EDUCATION  
FOUNDATION

The Council approved the request of Paul Applegarth, President, for a letter of support for the Foundation's application to the Maryland Historical Trust for the next stage of their project at Medicine Hill.

REQUEST TO ADVERTISE-PLANNING AND ZONING DIRECTOR

Ms. Lane said, as a result of Herve Harmon's' resignation as Planning and Zoning Director, due to his plans to return to his home State, the request before the Council is to advertise the Planning and Zoning Director position. The Council agreed to advertise the position.

CLARIFICATION

Ms. Lane advised that at the last meeting there was an item regarding the purchase of body armor/vests. She clarified that: 1) between 2014 and 2016 the vests referenced at that meeting were purchased by the prior Director under the previous Council; 2) they were not made to order; and, 3) they were not placed into service and; 4) they have been in storage.

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 3<sup>rd</sup> day of May, 2022.