

**County Council of Dorchester County**  
**Regular Meeting Minutes**  
**June 7, 2022**

The County Council of Dorchester County convened in Open Session at 6:03 p.m. on the 7<sup>th</sup> day of June 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.

**CALL FOR ADDITIONS OR DELETIONS TO AGENDA**

After publication of the agenda, the following items were added: Emergency Rental Assistance Program Application Approval Request-Local Management Board; Citizens Scrap Tire Dropoff Day 2022-Intergovernmental Agreement-Public Works; Request to Host Tennis Tournament-Glasgow Street Courts, FY23 Governor's Office of Crime Control & Prevention (GOCCP) Community Police Grant and a Mid-Year Step Discussion. The Council approved the amended agenda.

**APPROVAL OF MINUTES**

The Council approved the minutes of May 10, 2022.

**APPROVAL OF DISBURSEMENTS**

The Council approved the vouchers as presented.

**FINANCIAL REPORT: CASH AND INVESTMENTS**

Councilman Newcomb reported total cash and investments as \$17,594,853.

**CLOSED SESSION SUMMARY**

The Council convened into Regular Session on June 7, 2022 at 5:20 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; and §3-305(b)(7) to consult with counsel to obtain legal advice. 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 5:05 p.m. on July 5, 2022 to discuss the following items pursuant to §3-305(b)(1) and §3-305(b)(7).

- 1- Agreed to hire individuals as seasonal staff for the County pool by a 5 to 0 vote;
- 2- Approved the request of the Airport Director to hire an individual as a temporary grass cutter by a 5 to 0 vote;
- 3- Approved the request of an employee to change their status from full time to on call as a Paramedic and an employee to change their status from full time to on call as an Emergency Communications Specialist by 5 to 0 vote;
- 4- Approved the request of the Tourism Director to hire a temporary worker for the Visitor Center by a 5 to 0 vote;
- 5- Approved the request of the Director of the Department of Corrections to hire an individual as a part time Correctional Officer by 5 to 0 vote;
- 6- Approved the request of the Director of the Department of Corrections to promote an employee to fill a Sergeant vacancy and an employee to fill a Lieutenant vacancy by 5 to 0 vote;
- 7- Received legal advice from Special Legal Counsel.

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. E. Thomas Merryweather, County Attorney joined the meeting late in Room 110.

## **LEGISLATIVE SESSION**

The Council adjourned into Legislative Session.

AN ACT OF THE COUNTY COUNCIL OF DORCHESTER COUNTY, MARYLAND ACTING PURSUANT TO TITLE 3, LAW ENFORCEMENT, SUBTITLE 1, POLICE ACCOUNTABILITY AND DISCIPLINE, OF THE PUBLIC SAFETY ARTICLE TO ESTABLISH A POLICE ACCOUNTABILITY BOARD AND AN ADMINISTRATIVE CHARGING COMMITTEE; SETTING FORTH THE QUALIFICATIONS FOR MEMBERS AND METHOD OF APPOINTMENT; PROVIDING FOR A PROCESS TO RECEIVE CERTAIN COMPLAINTS ALLEGING POLICE MISCONDUCT; SETTING FORTH THE DUTIES OF THE BOARD; DEFINING CERTAIN TERMS; PROVIDING FOR THE STAGGERING OF INITIAL APPOINTMENTS TO THE BOARD; PROVIDING FOR THE

**APPLICATION OF THIS ACT; AND GENERALLY RELATING TO POLICE  
ACCOUNTABILITY IN DORCHESTER COUNTY, MARYLAND.**

E. Thomas Merryweather, County Attorney, said before Council for introduction is legislation to establish a Police Accountability Board and an Administrative Charging Committee. The Council agreed to proceed with publication of a public hearing.

**MANAGERS COMMENTS**

**RURAL ECONOMIC DEVELOPMENT FUNDS-ECONOMIC DEVELOPMENT**

Based on the request of Susan Banks, Economic Development Director, the Council approved an application and review process for Rural Economic Development Funds released by the Department of Commerce to the Mid Shore Regional Council. The Council also approved a Working Committee to rank the projects with the following members: Mike Spears, Nancy Shockley, Dave Edwards, Susan Banks and Donna F. Lane.

**EASTERN SHORE INNOVATION CENTER LICENSE AGREEMENTS-ECONOMIC  
DEVELOPMENT**

The Council approved the requests of Ms. Banks to enter into a license agreement with the following entities for space at the Eastern Shore Innovation Center: 1) Biprosthetics, Inc. for Suite 6/7 consisting of 420 square feet from June 1, 2022 to June 1, 2024 at the cost of \$525; and, 2) Masten-Cain Consulting, doing business as Maritimatrix, a Maryland tradename for Suite 12 consisting of 202 square feet from June 6, 2022 to June 6, 2024 at the cost of \$253 per month.

**FY22 OPERATING GRANT AGREEMENT-TRANSPORTATION ASSISTANCE-  
DELMARVA COMMUNITY SERVICES**

The Council approved the request of Andrea Waters, Transportation Grants Specialist, on behalf of Delmarva Community Services, Inc.-Delmarva Community Transit to accept the ARPA 5311 Transportation Assistance grant award in the amount of \$268,615 for Maryland Transit Authority to provide Operating Assistance for the period of January 20, 2020 through June 30, 2024.

**FUNDING REQUEST-BERM INFILTRATION POND-DORCHESTER COUNTY  
SANITARY DISTRICT, INC.**

The Council approved the request of Aubrey Vincent, Chair, Sanitary Commission, on behalf of the Dorchester County Sanitary District, LLC, for \$5,000 from the Contingency Fund for water treatment at the Cambridge Water Treatment Plant for the McKeil Point Berm Infiltration Pond(BIP) A discussion ensued about the BIP. The Council agreed to meet with the Sanitary Commission and the Health Department regarding this BIP.

#### LEASE REQUEST-AIRCRAFT TIE DOWN-AIRPORT

The Council approved the request of Steve Nuwer, Airport Director, to enter into a month to month tie-down lease with Fred Tecce for his aircraft at the CGE Airport beginning May 17<sup>th</sup>, at \$60 a month, which can be terminated upon either party provided thirty days' notice.

#### SURPLUS PROPERTY DECLARATION REQUEST-AIRPORT

The Council approved the request of Mr. Nuwer to declare a 2000 Ford F-150 Airport Operations truck as surplus property. In response to a question from Councilman Pfeffer, Mr. Nuwer said Public Works will use this vehicle.

#### REQUEST TO RELOCATE GUIDE WIRE AT CIRCUIT COURTHOUSE-PUBLIC WORKS

The Council approved the request of Dave Edwards, Public Works Director, to use Transfer Tax Funding for the relocation of a guide wire in the Courthouse lawn for the placement of the Harriet Tubman Statue at an estimated cost of \$2,500. In response to a query from Councilman Travers, Mr. Edwards said the wire will be moved closer to the retaining wall so it will be out of the proximity of the statue.

#### REQUEST TO USE CIRCUIT COURT BUILDING AND GROUNDS-DAY OF RESILIENCE CELEBRATION

The Council approved the request of Amy Craig, Clerk of the Court, in her role in assisting Alpha Genesis with the delivery, installation and ceremony of the Harriet Tubman "Beacon of Hope" statue, for authorization to use the Courthouse and its grounds on Saturday, September 10, 2022 for the Day of Resilience celebration and unveiling.

#### FUNDING CONTRIBUTION REQUEST-THE PACKING HOUSE PROJECT

The Council acknowledged that Kenneth Holt, Secretary, Department of Housing and Community Development, advised that: 1) funds are needed for the parking lot at the estimated amount of \$1 million; 2) the State is willing to contribute \$333,000; 3) the City of Cambridge has agreed to contribute \$333,000; 4) he is asking the County to contribute the remaining \$333,000; 5) Steve Kline, President, Eastern Shore Land Conservancy (ESLC) approved receiving the award of \$333,000 by Dorchester County for construction of a new parking lot at the Packing House; 6) this amount will be matched from the State and City which will be directed through the City to the project. A motion made by Councilman Travers to provide the funding utilizing American Rescue Plan Act funds failed with Councilwoman Nagel, Councilman Newcomb and Councilman Nichols opposing. The Council deferred the request until its June 14, 2022 American Rescue Plan Act Work Session to be held in Room 110 at 6:30 p.m.

#### NATIONAL SCENIC BYWAY-RURAL MARYLAND GRANT SUBMISSION REQUESTS-TOURISM

The Council approved the request of Holly Gilpin, Tourism Director, to apply for a Rural Maryland Grant for \$45,000 with no County match for the Chesapeake Country Byway.

#### REQUEST TO SUBMIT GRANT APPLICATION-GOCCP FY23 SEX OFFENDER COMPLIANCE AND ENFORCEMENT-SHERIFF'S OFFICE

The Council approved the request from Finance, on behalf of Dorchester County Sheriff's Office, for authorization to submit a Governor's Office of Crime Control & Prevention FY23 Sex Offender Compliance and Enforcement Program grant application for \$10,227 with no cash or in-kind match.

#### BOAT SLIP RENEWALS-FINANCE

The Council approved the renewal of current boat slip lessees for each County marine facility effective on July 1, 2022 until June 30, 2023. A discussion ensued regarding requiring insurance from boat slip lessees. Councilman Nichols noted that the City is now required to have insurance if they lease slips. Mr. Merryweather questioned whether watermen carry insurance. The Council agreed to seek information regarding whether or not they do carry insurance and the potential financial impact if there was such a requirement.

#### BOARD APPOINTMENT-ADULT PUBLIC GUARDIANSHIP REVIEW BOARD-SOCIAL SERVICES

The Council approved the request of Jenifer DuBosq, Director, Dorchester County Department of Social Services, to appoint Susan Russ to fill the opening on the Adult Public Guardianship Review Board as the Representative of Public Health Nurse to replace Doneille Shores since her term expired.

In response to a question from Councilman Newcomb, Ms. Lane said the Board of Appeals appointments are by District. He cited concerns about having a lack of a quorum which has resulted in multiple meetings being cancelled. Councilman Pfeffer noted that the Bylaws state that members can be removed. The Council requested clarification from E. Thomas Merryweather, County Attorney, regarding the removal of individuals from the Board and if changes can be made to the County Code to change them to non-district appointments.

#### FY22/23 COUNTY COUNCIL FIRST AND SECOND QUARTER MEETING SCHEDULE

The Council agreed to adopt the FY22/23 County Council First and Second Quarter Meeting Schedule with its meeting on July 19<sup>th</sup> being bumped to July 18<sup>th</sup> due to the election.

#### POLL CONFIRMATIONS

The Council, via poll in the interim of meetings, agreed to:

- approved the following Round 30 Emergency Rental Assistance Program Applications by a 5 to 0 vote:

Altair Apartments	\$11,124
Cambridge Commons	\$23,187
Cambridge Property Management	\$2,200
Caroline Properties	\$3,850
Charles Callahan	\$5,700
Choptank Property Management	\$5,476
Lisa Akardas	\$14,850
RIG Holdings	\$3,300
Severnment Management	\$7,387
Woods Road Meadows	\$5,552

- approved the following Round 29 Emergency Rental Assistance Program Applications by a 5 to 0 vote:

Altair Apartments	\$10,732
Cambridge Commons	\$2,934
Cambridge Property Management	\$4,469
Choptank Property Management	\$2,490
Ed James	\$3,600
Foxtail Crossing	\$7,697
JKL Holdings	\$2,800
Jamie Richardson	\$3,165
Marjorie MacSorley	\$10,200
Muse Property Management	\$3,138
Sean Baker	\$10,800
The W Group	\$7,650
Woods Crossing	\$5,000

- approved the submission of a FY23 Governor's Office of Crime Control & Prevention MCIN Heroin Coordinator Grant application by the Dorchester County Sheriff's Office for \$48,700 with no cash or in-kind match by a 5 to 0 vote
- approved the submission of a FY23 Governor's Office of Crime Control & Prevention Domestic Violence Unit Grant Program application by the Dorchester County Sheriff's Office for \$17,900 with no cash or in-kind match by a 5 to 0 vote

#### EMERGENCY RENTAL ASSISTANCE PROGRAM APPLICATION APPROVAL REQUEST-LOCAL MANAGEMENT BOARD

The Council approved request of Nancy Shockley, Local Management Board Director, to approve the following Emergency Rental Assistance Program Applications:

Altair Apartments	\$1,870
Arcade LLC	\$3,250
Cambridge Property Management	\$8,600
Choptank Property Management	\$2,730
Ed James	\$5,567
Eastern Shore Properties	\$6,786
Foxtail Crossing LLC	\$3,927
JL Remodeling	\$3,600
Marty Mullaney	\$12,600
Mervin Henry	\$5,199
RIG Holdings	\$6,833
Red Empire Properties LLC	\$5,250
Sarita Kharel	\$8,633

#### **CITIZENS SCRAP TIRE DROPOFF DAY 2022-INTERGOVERNMENTAL AGREEMENT-PUBLIC WORKS**

The Council approved the request of Dave Edwards, Public Works Director, to enter into an agreement between Maryland Environmental Service and Dorchester County, Maryland for the sponsorship of the "Citizen Scrap Tire Drop-off Day" event to recover and recycle scrap tires deposited which will be July 16, 2022 from 7:30 a.m. to 12:00 p.m. A discussion ensued regarding the establishment of a tire limit and whether to accept agricultural tires. Mr. Edwards said the County has the flexibility to accept any tires. The Council agreed to accept ten passenger tires or five of all other types of tires, clean and off the rim.

#### **REQUEST TO HOST TENNIS TOURNAMENT-GLASGOW STREET COURTS**

The Council approved the request of Alfred T. Truitt, III, the Tennis Tournament Director at the Ocean City Tennis Center, to use the Busick Tennis Courts on Glasgow Street for three high school tennis tournaments on June 25, July 16 and August 4, 2022 with a starting time of 10 a.m. and an approximate end time of 4:00 p.m. contingent upon the Board of Education's approval. The Council agreed that Busick Tennis Foundation will accept and hold payments. In response to a question from Councilman Newcomb, Mr. Merryweather said the County is covered by Local Government Insurance Trust.

#### **FY23 GOVERNORS OFFICE OF CRIME CONTROL & PREVENTION (GOCCP) COMMUNITY POLICE GRANT**

The Council approved the request of Finance, on behalf of Sheriff James Phillips, to submit an application for a Community Grant from GOCCP for FY23 with no local match to fund overtime and giveaway items for various community events, with the goal of solidifying the relationship between law enforcement and the citizens.

**MID YEAR STEP DISCUSSION.**

The Council agreed to provide the Mid-Year Step for the employees who were previously not eligible for the increase due to a provision in the Rules and Regulations.

Councilman Pfeffer clarified that there was a miscommunication regarding providing additional steps to Public Safety employees. He said Court Security personnel will also receive this additional step.

Dave Ferguson, resident, cited concerns about being denied for a sprinkler tax credit. The Council asked for additional information regarding this matter.

**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 2<sup>nd</sup> day of August, 2022.