

**County Council of Dorchester County**  
**Regular Meeting Minutes**  
**March 21, 2023**

The County Council of Dorchester County convened in Open Session in Room 110 of the County Office Building at 6:09 p.m. on the 21<sup>st</sup> day of March, 2023. A roll call of the members was conducted. Present in Room 110 were: George L. Pfeffer, Jr., President; Mike Detmer, Vice President; Rob Kramer, Jr.; Ricky C. Travers. Also present in Room 110 was Jeff Powell, Interim County Manager, Donna F. Lane, Chief of Staff; Irene Barnes, Executive Administrative Specialist; and, Charles MacLeod, Interim County Attorney.

**REGULAR SESSION**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilman Travers led the invocation and the pledge of allegiance.

**CALL FOR ADDITIONS OR DELETIONS TO AGENDA**

After publication of the agenda, the following item was added: FY23 Maryland Agricultural Land Preservation Easement Applications-Ranking. The Council approved the amended agenda.

**FINANCIAL REPORT: CASH AND INVESTMENTS**

Councilman Pfeffer reported total cash and investments as \$32,773,419.52.

**CLOSED SESSION SUMMARY**

The Council convened into Regular Session on March 21, 2023 at 5:40 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 pursuant to §3-305(b)(7) to consult with counsel to obtain legal advice.

Present in Room 110 were: George L. Pfeffer, Jr., President; Mike Detmer, Vice President; Rob Kramer, Jr.; William V. Nichols; Ricky C. Travers. Also present in Room 110 was Jeff Powell, Interim County Manager, Donna F. Lane, Chief of Staff; Irene Barnes, Executive Administrative Specialist; and, Charles MacLeod, Interim County Attorney. Voting in favor of the Closed Session were the present Council Members.

The Council convened in a Closed Session on March 21, 2023 at 5:41 p.m. to discuss the following items:

1. Received legal advice from the County Attorney regarding a deed reverter clause;

2. Deferred receipt of legal advice regarding a lease; and,
3. Discussed the hiring process of County employees.

Present in Room 110 were: George L. Pfeffer, Jr., President; Mike Detmer, Vice President; Rob Kramer, Jr.; William V. Nichols; Ricky C. Travers. Also present in Room 110 was Jeff Powell, Interim County Manager, Donna F. Lane, Chief of Staff; Irene Barnes, Executive Administrative Specialist; and, Charles MacLeod, Interim County Attorney.

## **PRESENTATIONS**

### **COMMENDATION – NATIONAL OUTDOOR SHOW – PAGEANT WINNERS**

The Council presented Commendations to Skye Adshead for being selected as Miss Outdoors; McKenna Mowbray for being selected as Little Miss Outdoors; and, Juan Colin for being selected as Little Mister Outdoor.

### **PROCLAMATION – 21ST ANNUAL MARCH FOR MEALS MONTH**

The Council presented a Proclamation declaring March 2023 as the 21st annual March for Meals month.

## **CONSENT AGENDA**

### **APPROVAL OF MINUTES**

The Council approved the minutes of March 7, 2023.

### **APPROVAL OF DISBURSEMENTS**

The Council approved the vouchers as presented.

### **GOVERNOR’S OFFICE OF CRIME CONTROL AND PREVENTION GRANT APPLICATIONS - SEX OFFENDER - HEROIN COORDINATOR - DOMESTIC VIOLENCE - SHERIFF’S OFFICE**

#### **Sex Offender**

The Council approved the request of James W. Phillips, Sheriff, to submit a Governor’s Office of Crime Control and Prevention (GOCCP) grant application for the FY2024 Sex Offender Compliance and Enforcement in Maryland Grant Program in the amount of \$8,665 towards monitoring sex offenders. The Council acknowledged that there are no match requirements for this grant.

### Heroin Coordinator

The Council approved the request of Sheriff Phillips to submit a GOCCP grant application for the FY2024 Maryland Criminal Intelligence Network / Heroin Coordinator Grant Program in the amount of \$50,161 to assist in controlling drug use and drug dealing. The Council acknowledged that there are no match requirements for this grant.

### Domestic Violence

The Council approved the request of Sheriff Phillips to submit a GOCCP grant application for the Domestic Violence Unit Program for \$17,900 to ensure peace and protection orders are filed properly within 24 hours of issuance. The Council acknowledged that there are no match requirements for this grant.

### LETTER OF SUPPORT- HEART OF CHESAPEAKE GRANT APPLICATION- APPLEGARTH TUBMAN MEDICINE HILL PRESERVATION & EDUCATION FOUNDATION

Based on the request of Paul Applegarth, President, Applegarth Tubman Medicine Hill Preservation and Education Foundation (Foundation), the Council agreed to provide a letter of support for the Foundation's Heart of the Chesapeake Heritage Area Authority grant application to develop an interpretative plan for Medicine Hill.

### BUDGET TRANSFER REQUESTS – EASTERN SHORE INNOVATION CENTER – ECONOMIC DEVELOPMENT

The Council approved the FY23 Budget Transfer Requests for the Eastern Shore Innovation Center.

### **LEGISLATIVE SESSION**

The Council adjourned into Legislative Session.

### **PUBLIC HEARING – SUICIDE BRIDGE RESTAURANT REZONING**

**BILL NO. 2023 - 1 AN ACT OF THE COUNTY COUNCIL OF DORCHESTER COUNTY TO AMEND THE OFFICIAL ZONING MAP OF DORCHESTER COUNTY REGARDING A PORTION OF A 7.66 ACRE PARCEL OF LAND OWNED BY DAVID W. NICKERSON, TRUSTEE OF THE DAVID W. NICKERSON REVOCABLE TRUST AND SHOWN ON TAX MAP 12 AS PARCEL 16.**

A public hearing was conducted on Bill no. 2023-1 which amended the official zoning map of Dorchester County regarding a portion of a 7.66 acre parcel of land owned by David W. Nickerson, Trustee of the David W. Nickerson Revocable Trust and shown on Tax Map 12 as Parcel 16.

Councilman Pfeffer asked for public comments. Ryan Showalter, Attorney on behalf of David Nickerson the Applicant, provided a history of the subject property's use and read aloud the proposed Finding and Facts. Councilman Pfeffer queried whether anyone wanted to provide additional comments. Hearing none, Councilman Pfeffer closed the public hearing and opened the floor for Council's discussion. The Council deliberated and adopted the Findings of Fact, as recommended by the Planning Commission and staff, acknowledging the substantial change to the character of the neighborhood. The Council voted to enact amended Bill No. 2023-1, with the proposed amendments to Section 3 making the rezoning contingent upon the award of requested Critical Area growth allocation, consistent with the Findings of Fact.

### **INTRODUCTION – PROPERTY TAX CREDIT – VOLUNTEER FIRE COMPANIES**

AN ACT OF THE COUNTY COUNCIL OF DORCHESTER COUNTY, MARYLAND PURSUANT TO MD. CODE ANN., TAX-PROPERTY § 9-260 TO ADD A NEW ARTICLE XXI, ENTITLED “PROPERTY TAX CREDIT FOR QUALIFYING MEMBERS OF DORCHESTER COUNTY, MARYLAND VOLUNTEER FIRE COMPANIES” ESTABLISHING A TAX CREDIT AGAINST COUNTY PROPERTY TAX IMPOSED ON REAL PROPERTY OWNED BY QUALIFYING MEMBERS OF BONA FIDE DORCHESTER COUNTY VOLUNTEER FIRE COMPANIES, SUBJECT TO CERTAIN CONDITIONS, AND PROVIDING FOR THE AMOUNT THEREOF, ELIGIBILITY THEREFOR, AND PROCEDURES FOR APPLYING AND PROCESSING REQUESTS THEREFOR.

Before Council for introduction is legislation to add a new Article Xxi, entitled “Property Tax Credit for qualifying members of Dorchester County, Maryland Volunteer Fire Companies” establishing a tax credit against county property tax imposed on real property owned by qualifying members of bona fide Dorchester County Volunteer Fire Companies, subject to certain conditions, and providing for the amount thereof, eligibility therefor, and procedures for applying and processing requests therefor.

The Council agreed to proceed with the publication of a public hearing.

### **INTRODUCTION – SUICIDE BRIDGE RESTAURANT GROWTH ALLOCATION**

AN ACT OF THE COUNTY COUNCIL OF DORCHESTER COUNTY TO AMEND THE OFFICIAL CRITICAL AREA MAP OF DORCHESTER COUNTY TO CHANGE THE CRITICAL AREA DESIGNATION OF A PORTION OF A 7.66 ACRE PARCEL OF LAND OWNED BY DAVID W. NICKERSON, TRUSTEE OF THE DAVID W. NICKERSON REVOCABLE TRUST, LOCATED AT 6305 SUICIDE BRIDGE ROAD, HURLOCK, MARYLAND AND SHOWN ON TAX MAP 12 AS PARCEL 16 FROM RESOURCE CONSERVATION AREA (“RCA”) TO LIMITED DEVELOPMENT AREA (“LDA”) PURSUANT TO § 68-12 OF THE DORCHESTER COUNTY CODE.

Before Council for introduction is legislation to amend the official Critical Area Map of Dorchester County to change the critical area designation of a portion of a 7.66 acre parcel of land owned by David W. Nickerson, Trustee of the David W. Nickerson Revocable Trust,

located at 6305 Suicide Bridge Road, Hurlock, Maryland and shown on Tax Map 12 as Parcel 16 from Resource Conservation Area to Limited Development Area pursuant to § 68-12 of the Dorchester County Code.

The Council agreed to proceed with the publication of a public hearing.

The Council convened into Regular Session.

## **ACTION ITEMS**

**REQUEST TO ADVERTISE FOR PROPOSALS – RECYCLING SERVICES – FIRE EXTINGUISHERS – GENERATOR SERVICES – MARINE FACILITY SERVICES PORTABLE TOILET – PUBLIC WORKS**

### Recycling Services

The Council approved the request of Dave Edwards, Public Works Director, to advertise for proposals for recycling services at the current landfill location and the site off of Chesapeake Drive which will be funded by the FY23 Landfill Enterprise Budget.

### Fire Extinguishers

The Council approved the request of Mr. Edwards to advertise a request for proposals for fire extinguishers for any County facility, as needed for services and repairs, which will be funded by FY23 Operating Budget funds from the various County Departments, depending on the location.

### Generator Services

The Council approved the request of Mr. Edwards to advertise a request for proposals for generator services for yearly maintenance at the County Office Building, County Court House, Highway Department, and the Airport which will be funded by the FY23 Operating Budget for each department.

### Marine Facility Services Portable Toilet

The Council approved the request of Mr. Edwards to advertise a request for proposals for marine facility services portable toilets from May 1, 2023 to October 31, 2023 which will be funded by the FY23 Department of Natural Resources Waterway Improvement Grant.

## **PUBLIC WORKS DISCUSSION**

Councilman Detmer thanked Mr. Edwards for meeting with him to provide information and the history on Public Works. Councilman Detmer and Mr. Edwards discusses the changes between 2008 and 2023, noting that: 1) the highway user budget decreased; 2) the total number of employees within the Highway District went from 48 to 21, with six current vacancies and six eligible to retire, then take into account vacation/sick time; 3) the work order list has a two year backlog with an estimated 440 requests, completed in order of receipt but also based on safety, accessibility and property damage; 4) the district has the necessary equipment, but does not have enough staff or funds; 5) tasks can be contracted out to interested vendors if there is a budget source; 7) the budget was \$15 million, currently \$3.4 million; 8) there are 600+ roads, with 41

being dirt roads that require grading at least once a month; and, 9) employees receive on the job training. Councilman Detmer stated that if ditches and such are not maintained than it will affect the roads and cause more damage. He recommended to Council to subcontract work to assist Public Works.

Mr. Edwards expressed concerns of pedestrians crossing the road at Suicide Bridge Road, recommending that crosswalks and signs are installed. He stated that it is a high speed road with a lot of traffic so something needs be done before the bills are passed. Councilman Travers motioned to forward his concerns to the Traffic Safety Committee.

#### MEMORANDUM OF UNDERSTANDING – BEHAVIORAL HEALTH SERVICES – DETENTION CENTER

The Council approved the request of Kenneth Rodgers, Department of Corrections Director, to enter into a Memorandum of Understanding (MOU) between the Behavioral Health Services and the Detention Center to provide clinical, medical and support services within the Detention Center.

#### HEALTH DEPARTMENT MEMORANDUM OF UNDERSTANDING – DETENTION CENTER

The Council approved the request of Mr. Rodgers to enter into a MOU between the Health Department and the Detention Center to provide a Connecting for Success program which is for re-entry planning and group services for incarcerated individuals within the Detention Center.

#### BID AWARD – RESURFACE FLOORS – DETENTION CENTER

The Council approved the request of Mr. Rodgers to award the bid to resurface the floors in the medical hall, kitchen hallway and main corridor, from main control to the rear control room, to the lowest bidder, Hello Garage, at the cost of \$45,000.02 from the FY23 Capital Budget.

#### PROGRAM OPEN SPACE PLANNING GRANT REVERSION/APPLICATION REVISION – 2027 LAND PRESERVATION PARKS & RECREATION PLAN – RECREATION & PARKS

Based on the requests of Duc Trieu, Recreation and Parks Director, the Council approved:

- 1) the reversion of Program Open Space funding from the following plans: 1) 2017 Land Preservation Parks & Recreation and Plan (LPPRP), \$15,000 balance; and, 2) 2022 LPPRP, \$43,132.50 balance; and,
- 2) the submission of the Department of Natural Resources Program Open Space Planning Grant application for funds of \$25,000 for the development of the 2027 LPPRP using a portion of these reverted funds.

Councilman Pfeffer confirmed with Mr. Trieu that he has discussed this with the Recreation & Parks Advisory Board.

## COUNTY ATTORNEY BID AWARD

The Council agreed to negotiate a six month retainer with MacLeod Law Group, LLC for legal services and will reevaluate after this term.

## REQUEST TO APPROVE – STATEMENT OF WORK – RUNWAY & TAXI REHABILITATION – AIRPORT

Based on the request of Steve Nuwer, Airport Director, the Council approved the statement of work of AECOM Technical Services, Inc. for professional environmental services associated with the planned Runway 16-34 and Taxiway Rehabilitation project for \$58,376.00. The Council acknowledged that: 1) a grant application will be submitted to the Federal Aviation Administration for 90% of the cost of this statement of work; and, 2) it is anticipated that the County's 10% portion of \$5,837.60 will be from the FY24 Capital Budget contingent upon Council's approval.

## MOSQUITO CONTROL BUDGET AGREEMENT-MARYLAND DEPARTMENT OF AGRICULTURE

The Council approved the written request of Kevin Conroy, Assistant Secretary, Plant Industries & Pest Management, Maryland Department of Agriculture, for a commitment of \$435,750 for mosquito spraying for calendar year 2023 (FY 2024 Settlement) using FY24 budget funds.

Councilman Pfeffer stated that \$668,000, between the County and the State goes towards mosquito control.

## CAMBRIDGE CEMETERY COMPANY DISCUSSION

The Council acknowledged that the Cambridge Cemetery Company Charter states that the County President holds the position as Vice Chair on the Company's Board and that the District 3 Councilmember is also a member of the board.

Councilman Pfeffer said the Council will be more involved in the Company's meetings. Mr. Powell added that this is only for the cemetery on Academy Street.

## FY24 ANNUAL TRANSPORTATION PLAN – DELMARVA COMMUNITY SERVICES

The Council approved the request of Andrea Waters, Transportation Grants Specialist, Delmarva Community Services, Inc. (DCS) - Delmarva Community Transit, to submit a FY 2024 grant application to the Maryland Transit Administration for operating and capital funding. The Council deferred the local match request of Ms. Waters until the FY24 budget is completed.

Keith Adkins, Deputy Director, DCS, provided a statistics on the fixed and deviated routes from and to Dorchester County (see attached).

## **BOARD APPOINTMENT - UPPER SHORE WORKFORCE INVESTMENT BOARD**

Based on the recommendation of Daniel Schneckenburger, Executive Director, Upper Shore Workforce Investment Board, the Council agreed to appoint Bill Christopher as a Dorchester County representative.

Mr. Schneckenburger stated that \$314,000 in American Rescue Plan funding were expended in FY2021, whereas in FY2023 they are only up to \$167,000. He explained that they provide commercial driver's license, hazardous materials and medical work force training to the community. Councilman Detmer expressed his appreciation for expanding those offerings to the County.

## **BURIAL SITE PRESERVATION BOARD APPOINTMENT**

The Council appointed Colleen Bromwell to the Burial Site Preservation Board.

## **ETHICS COMMISSION APPOINTMENTS**

The Council appointed the following members to the Ethics Commission: 1) Andrew Pasden for District 3; and, 2) Bryan Bomgardner for District 5.

## **POLL CONFIRMATIONS**

The Council confirmed its decision in the interim of meetings, via poll, to:

- Provide a letter of support to the City of Cambridge's application for a second re-designation as a State of Maryland Arts & Entertainment District by a 3 to 0 vote;
- Provide a letter of support for Senate Bill 414 - Commission to Advance and Strengthen Fire Fighting Within Maryland by a 3 to 0 vote;
- Approve the request of Duc Trieu, Recreation and Parks Director, to expend \$15,000 in Contingency Funds to move 96 lights to the roof rafters and to install eight switches at the Recreation Center by a 4 to 0 vote.

## **FY23 MARYLAND AGRICULTURAL LAND PRESERVATION EASEMENT APPLICATIONS-RANKING**

Based on the request of Susan Webb, Planning and Zoning Director, the Council approved the FY23 Maryland Agricultural Lane Preservation Easement Applications and ranking.

## **COUNCIL'S COMMENTS**

Councilman Travers asked Mr. Trieu to provide information on the Glasgow fields.



Councilman Detmer said 1) he is interested in starting a pilot program to use vendors to address highway requests for service; 2) there is a shortage on employees; 3) there is also a shortage on volunteer firefighters which is the reason he is pursuing the Volunteer Firefighter Tax Credit legislation; 3) he sends his condolences to the family of Bill Giese, prior Planning Commission member, expressing his gratitude for the platforms he installed that reestablished the osprey population. He also encouraged the community to volunteer and to participate in Dorchester County Public School meetings. Councilman Detmer explained that participation in the school meetings is imperative, as public school expenses are a major component and will determine the next five years. He noted that the next meeting is on April 19, 2023.

Councilman Pfeffer stated that he and Councilman Detmer have attended some of the Blueprint hearings and information sessions. Councilman Pfeffer referenced concerns expressed by parents about not receiving any notifications about the meetings and advised that the Board of Education ensured several forms of notifications were sent to parents and posted on the Board of Education's Facebook, encouraging others to follow the page to stay informed. He stated that he will notify the Board of Education of the concerns.

Councilman Detmer asked Mr. Edwards to address the following: 1) large hole on Payne Road; and, 2) the condition of Palmers Mill Road, which he believes needs tar and chip. He also asked that a request be submitted to the Traffic Safety Committee regarding school bus stop signs. He explained that there are no school bus stop signs at the bus stop in the Galestown area where there are issues with visibility and high rate of speed during pick up and drop off times.

The Council agreed to forward the school bus sign issue to the Traffic Safety Committee for its review and recommendation.

## **PUBLIC COMMENTS**

Councilman Pfeffer expressed his appreciation to Gene and Bobbie Aaron for attending the meetings. Ms. Aaron offered her services with any items regarding the Volunteer Firefighter Tax Credit, if legislation to establish the credit is enacted by the Council. Councilman Pfeffer thanked her for offering her services.

Douglas Dobson, Founder and CEO, Mopar Mob Auto Club, presented a letter of appreciation to the County for allowing the organization to use the ball field to hold their annual Mopar Mob Auto Car Show on October 15, 2022.

## **OTHER**

Mr. Powell stated that there was a double payment for the Election Board lease on the disbursements that should be withdrawn. The Council agreed to withdraw the expense. He advised that on April 19, 2023 there is a Chesapeake College (College) support County meeting which three Councilmen need to attend. Councilman Pfeffer explained that a quorum from Dorchester County is needed to vote on the College's budget. Mr. Powell advised that the request to combine the IRONMAN and Eagleman races came directly from IRONMAN, which was overwhelmingly opposed. The Council agreed to send a letter of opposition. Mr. Powell said:

Councilman Pfeffer commended teachers in Dorchester County for their hard work and dedication to the students at local schools. He noted that the County is faced with an unfunded mandate through the Kirwan Blueprint for Excellence for \$3 million, which is up from roughly \$300,000 to \$500,000 in previous years.


**ADJOURNMENT**

With no further business to discuss, the Council adjourned.

ATTEST:

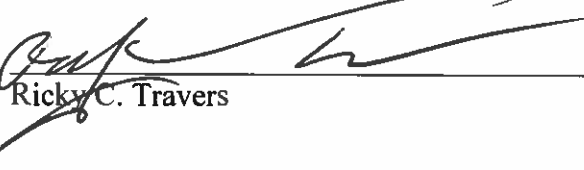
  
\_\_\_\_\_  
Jeff Powell  
Interim County Manager

THE COUNTY COUNCIL  
OF DORCHESTER COUNTY:  
  
\_\_\_\_\_  
George L. Pfeffer, Jr., President

  
\_\_\_\_\_  
Mike Detmer, Vice President

  
\_\_\_\_\_  
Rob Kramer, Jr.

Absent  
\_\_\_\_\_  
William V. Nichols

  
\_\_\_\_\_  
Ricky C. Travers

Approved the 4 day of April 2023.

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING  
("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General  
Provisions Article § 3-305)**

**This form has two sides. Complete items 1 – 4 before closing the meeting.**

**1. Recorded vote to close the meeting:** Date: 3/21/23; Time: 5:40 p.m.; Location: Room 110, County Office Building, 501 Court Lane, Cambridge, Maryland; Motion to close meeting made by: Travers Seconded by Detmer; Members in favor: \_\_\_\_\_; Opposed: \_\_\_\_\_; Abstaining: \_\_\_\_\_; Absent: \_\_\_\_\_.

**2. Statutory authority to close session (check all provisions that apply).  
This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)  "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) \_\_\_ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) \_\_\_ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) \_\_\_ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) \_\_\_ "To consider the investment of public funds"; (6) \_\_\_ "To consider the marketing of public securities"; (7)  "To consult with counsel to obtain legal advice"; (8) \_\_\_ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) \_\_\_ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) \_\_\_ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) \_\_\_ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12) \_\_\_ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13)  "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) \_\_\_ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." (15) \_\_\_ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

**Continued →**

**3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.**

<b>Citation (insert # from above)</b>	<b>Topic</b>	<b>Reason for closed-session discussion of topic</b>
<b>§3-305(b) (7)</b>	Received legal advice from the County Attorney regarding a deed reverter clause.	Council does not want to waive the attorney-client privilege. See page 101, August 17, 2021, OMCB ruling (15 OMCB 99)
<b>§3-305(b) (7)</b>	Deferred the receipt of legal advice regarding a proposed lease.	Council does not want to waive the attorney-client privilege. See page 101, August 17, 2021, OMCB ruling (15 OMCB 99)
<b>§3-305(b) (1 )</b>	Discussed the hiring process of County employees.	Public Discussion of applicant's names and job info could discourage people from applying for County jobs
<b>§3-305(b)(13 )</b>	Same topic as above	Public Information Act, GP Section 4-310 and 311 requires us to shield recommendation letters and job applications

4. This statement is made by , Presiding Officer.

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)**

➤ For a meeting closed under the statutory authority cited above:

Time of closed session: \_\_\_\_\_

Place: \_\_\_\_\_

Purpose(s): \_\_\_\_\_

Members who voted to meet in closed session: \_\_\_\_\_

Persons attending closed session: \_\_\_\_\_

Authority under § 3-305 for the closed session: \_\_\_\_\_

Topics actually discussed: \_\_\_\_\_

Actions taken: \_\_\_\_\_

Each recorded vote: \_\_\_\_\_

➤ For a meeting recessed to perform an administrative function (§ 3-104): Time: \_\_\_\_\_

Place: \_\_\_\_\_

Persons present: \_\_\_\_\_

Subjects discussed: \_\_\_\_\_