

**County Council of Dorchester County**  
**Regular Meeting Minutes**  
**August 15, 2023**

The County Council of Dorchester County convened in Open Session in Room 110 of the County Office Building at 6:00 p.m. on the 15<sup>th</sup> day of August, 2023. A roll call of the members was conducted. Present in Room 110 were: George L. Pfeffer, Jr., President; Rob Kramer, Jr.; and, Ricky C. Travers. Also present in Room 110 was Jeff Powell, Interim County Manager; Donna F. Lane, Chief of Staff; and, Irene Barnes, Executive Administrative Specialist. Mike Detmer, Vice President joined by phone. William V. Nichols was absent.

**REGULAR SESSION**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilman Travers led the invocation and the pledge of allegiance.

**CALL FOR ADDITIONS OR DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

**FINANCIAL REPORT: CASH AND INVESTMENTS**

Councilman Pfeffer reported total cash and investments as \$21,681,700.80.

**CLOSED SESSION SUMMARY**

The Council convened into Regular Session on August 15, 2023 at 5:30 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: George L. Pfeffer, Jr., President; Rob Kramer, Jr.; and, Ricky C. Travers. Also present in Room 110 were Jeff Powell, Interim County Manager; Donna F. Lane, Chief of Staff; and, Irene Barnes, Executive Administrative Specialist. Mike Detmer, Vice President joined by phone. William V. Nichols was absent. Voting in favor of the Closed Session were the present Council Members.

The Council convened in a Closed Session on August 15, 2023 at 5:31 p.m. to discuss the following items:

1. Notifications of recent personnel changes within the County were provided.

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

## **PRESENTATIONS**

### **COMMENDATION – LIFE SAVINGS EFFORTS – EMERGENCY MEDICAL SERVICES – 911 COMMUNICATIONS – RESCUE FIRE COMPANY – CAMBRIDGE POLICE DEPARTMENT**

The Council presented a Commendation to specific employees of Dorchester County within Emergency Medical Services, Cambridge Police Department, and 911 Communications, along with volunteers from Rescue Fire Company, for the lifesaving efforts of a child due to a car accident.

## **CONSENT AGENDA**

### **APPROVAL OF MINUTES**

The Council approved the minutes of August 1, 2023.

### **APPROVAL OF DISBURSEMENTS**

The Council approved the vouchers as presented, with Councilman Travers abstaining from payments made to Simmons Center Market and Councilman Detmer abstaining from payments made to APG.

### **LETTER OF SUPPORT – WASHINGTON STREET & MACES LANE INTERSECTION – MARYLAND DEPARTMENT OF TRANSPORTATION**

Based on the request of Daniel Wilson, Assistant District Engineer, District 1, Maryland Department of Transportation State Highway Administration, the Council agreed to provide a letter supporting the installation of full signalization, with a signalized pedestrian crossing at the intersection of Washington Street and Maces Lane.

### **REQUEST TO APPROVE FIRST AMENDMENT – MEDICAL DIRECTOR AGREEMENT – EMERGENCY MEDICAL SERVICES**

Based on a request presented by Ms. Lane, on behalf of Emergency Services, the Council approved the first amendment of the Medical Director Agreement.

### **REQUEST TO APPLY – FY25 DNR WATERWAY IMPROVEMENT FUND GRANTS – REPAIRS – PUBLIC WORKS**

The Council approved the request of Dave Edwards, Public Works Director, to apply for FY25 Department of Natural Resources (DNR) Waterway Improvement Fund Grants for repairs to the following:

- Tyler's Cove Boat Ramp, Phase Two – Construction for \$250,000;
- Trenton Street Marina, Phase Two – Construction for \$250,000;
- Back Creek Marina – Engineering for \$50,000; and,
- Back Creek Marina – Construction for \$250,000.

The Council acknowledged that 1) the projects will be fully funded by DNR; and. 2) Tyler's Cove Boat Ramp and Trenton Street Marina are ongoing projects that will be broken into phases, however Back Creek Marina will not.

#### **REQUEST TO SURPLUS VEHICLES – PUBLIC WORKS**

The Council approved the request of Mr. Edwards to surplus a 2002 Sterling dump truck and a 1998 International dump truck.

#### **REQUEST TO ADVERTISE FOR PROPOSALS – CRS-2/POLYMER – PUBLIC WORKS**

The Council approved the request of Mr. Edwards to advertise a request for proposals for the supply and delivery of CRS-2/Polymer for asphalt resurfacing treatments funded by the FY24 Operating Budget resurfacing work/asphalt materials. The Council acknowledged that the current contract does allow for an extension which the current contract provider declined.

#### **ADMINISTRATIVE OFFICE OF THE COURTS – FY25 FAMILY SERVICES GRANT – CIRCUIT COURT**

The Council approved the request of Miko Collins, Family Support Services Coordinator, Circuit Court, to submit an application for a FY25 Family Services Grant to the Administrative Office of the Courts Juvenile Family Support Services Department for a project titled "FY25 Family Services Dorchester County" for \$300,000 with no match requirements, which funds will be used for personnel, fringe benefits, travel, equipment, supplies, consultants and contracts and other direct costs for the period of July 1, 2024 to June 30, 2025.

#### **GOVERNOR'S OFFICE OF CRIME CONTROL & PREVENTION – POLICE RECRUITMENT & RETENTION GRANT AWARD – SHERIFF'S OFFICE**

Based on the request of Sheriff James Phillips, the Council accepted a Governor's Office of Crime Control & Prevention Police Recruitment and Retention Grant award of \$10,000 with a performance period of July 1, 2023 to June 30, 2024 and no match requirements. The Council acknowledged that the grant will be used to provide funding for gym memberships for deputies.

#### **ACTION ITEMS**

#### **REQUEST TO EXTEND FUEL CONTRACT – PUBLIC WORKS**

The Council approved the request of Mr. Edwards to extend a contract with Cato Inc., for one year under the same terms and conditions for the supply and delivery of gasoline, diesel fuel, heating oil and propane from October 1, 2023 to September 30, 2024 based upon the County's average annual usage, which will be funded by various County Departments FY24 Operating Budgets, depending on the location.

## REQUEST FOR CONSENT – FY23 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT – CAMBRIDGE POLICE DEPARTMENT

The Council agreed to the submission of a Federal FY23 Edward Byrne Memorial Justice Assistance Grant in the amount of \$14,170 which will be shared equally between the Cambridge Police Department and the Sheriff's Office. The Council acknowledged that: 1) the City of Cambridge will be the applicant; and 2) the Sheriff's Office's portion will be used for a match requirement on another grant.

## COUNTY PROPERTY TAX EXEMPTION REQUEST – HABITAT FOR HUMANITY CHOPTANK

The Council recognized the request of JoAnn Hansen, Executive Director, Habitat for Humanity Choptank, to grant an exemption on the 2023-2024 County portion of the property tax inventory owned by the tax-exempt charitable organization. The Council deferred the request to obtain more information on the history of the exemptions. The Council also agreed to waive any late penalties the organization may incur during the research.

## ACCESSORY STRUCTURES DISCUSSION

The Council discussed amending the County Code to increase the allotted size of residential accessory structures to alleviate the amount of cases going to the Planning Commission (PC) and/or Board of Appeals (BOA) for approval. Susan Webb, Planning & Zoning Director, said, based on the current codes for the accessory structures, 15 out of 39 total cases in 2022, and five out of 18 cases in 2023 were sent to the Board of Appeals regarding accessory structures, and all 20 cases were approved. The Council acknowledged that critical area, sewer reserves and deed restrictions will have different restrictions and processes. The Council recognized that the amendment request will be provided to both agencies for comments, then it will be presented to Council at a future meeting.

## SHORELINE RESILIENCY DISCUSSION

At the August 1, 2023 Council meeting, the Council discussed the National Oceanic and Atmospheric Administration Climate Resilience Regional Challenge funding opportunity. The Council obtained more information regarding the grant draft letter of intent (LOI) by Larry White and recognized that the letter was written on behalf of the City of Cambridge. The Council agreed to: 1) form an Adhoc Committee; and 2) have the LOI on behalf of the County be drafted by the stakeholders and presented to the Council.

## INTERIM COUNTY MANAGER'S COMMENTS

Mr. Powell expressed his appreciation for the assistance of John Stichberry, Chief Deputy, Sheriff's Office, Jimmy Windsor, Emergency Management Planner and their staff with a sewer issue at the Sheriff's Office due to a severe storm. He noted that repairs are in process. Councilman Pfeffer concurred and thanked Councilman Kramer and Councilman Travers for assisting the community during the storm to bring people to safety. Mr. Powell stated that Vernon Hurley was a pioneer in Emergency Medical Services and 911 Communications within the County and had a lifelong commitment to serve. He provided his condolences to the family for the passing of Mr. Hurley.

### COUNCIL'S COMMENTS

In response to Councilman Travers, Mr. Powell said he has not received any additional information from Delmarva Resource Conservation and Development Council, Inc. regarding Hurst Creek, but will follow up with the company for an update. Pursuant to Councilman Detmer's suggestion, Ms. Webb stated she will obtain drone imaging of the damages to Hurst Creek.

Councilman Detmer thanked Emergency Responders for their dedication to the County. He also expressed that the importance of trauma center capabilities. Based on a request from Councilman Detmer, the Council agreed to accept proposals from College Park Design School students for County parks with the understanding that: 1) this does not place any obligation on the County; and, 2) no funding is available from the County, however, funds may be available through grants or Program Open Space.

Councilman Pfeffer stated that he never met Mr. Hurley but have heard great things about his dedication to the community and gave his condolences. Councilman Pfeffer reminded the public that the Council will be attending numerous meetings at the Maryland Association of Counties event in Ocean City, Maryland this week.

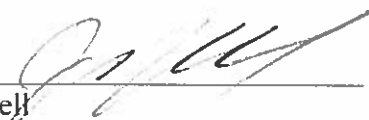
### PUBLIC COMMENTS

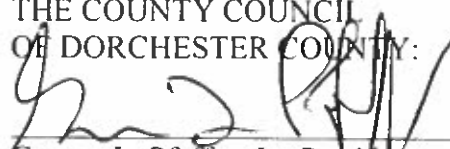
There were no public comments.

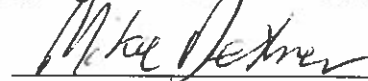
### ADJOURNMENT

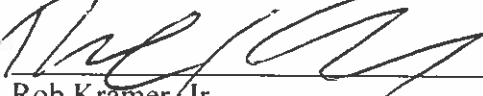
With no further business to discuss, the Council adjourned.

ATTEST:

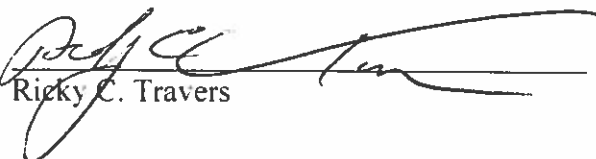
  
\_\_\_\_\_  
Jeff Powell  
Interim County Manager

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

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

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

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

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

Approved the 5<sup>th</sup> day of September, 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: 8/15/23; Time: 5:31 p.m.; Location: Room 110, County Office Building, 501 Court Lane, Cambridge, Maryland; Motion to close meeting made by: Kramer Seconded by Travers; Members in favor: Kramer, Pfeffer, Travers; Opposed: \_\_\_\_\_; Abstaining: \_\_\_\_\_; Absent: Nichols. Detmer joined by phone

**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.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) (1 )	Notifications of recent new hires and promotions within the County.	Public Discussion of applicant's names and job info could discourage people from applying for County jobs
§3-305(b)(13 )	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: \_\_\_\_\_



## **Council Adjournment Note**

The County Council is adjourning to Closed Session to discuss matters pursuant to:

Section 3-305(b) (1) Personnel.

The County Council's Open Meetings Act representative is present.

The Written Statement of Closing is available upon request.