

County Council of Dorchester County
Regular Meeting Minutes
July 2, 2019

The County Council of Dorchester County met in regular session on July 2, 2019 with the following members present: William V. Nichols, President; Jay L. Newcomb, Vice President; Libby Handley Nagel; and, George L. Pfeffer, Jr. Also present were E. Thomas Merryweather, County Attorney; Keith Adkins, County Manager, and Donna F. Lane, Executive Administrative Specialist.

REGULAR SESSION

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman Nichols led the invocation and the pledge of allegiance.

CALL FOR ADDITIONS OR DELETIONS TO AGENDA

Keith Adkins, County Manager, said after publication the following items were added to the agenda: 1) Request to Amend June 4, 2019 minutes; and, 2) Request to Sole Source-HVAC Maintenance Contract-Circuit Court. The Council approved the amended agenda.

APPROVAL OF MINUTES- JUNE 18, 2019

The Council approved the minutes of June 18, 2019.

APPROVAL OF DISBURSEMENTS

The Council approved the vouchers with additions as presented.

FINANCIAL REPORT: CASH AND INVESTMENTS

Councilman Nichols reported total cash and investments as \$3,782,842.00.

CLOSED SESSION SUMMARY

The Council convened into Regular Session on July 2, 2019 at 5:15 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 were: William V. Nichols, President; Jay L. Newcomb, Vice President; Libby Handley Nagel; George L. Pfeffer, Jr. Also present were E. Thomas Merryweather, County Attorney, Keith Adkins, County Manager; and Donna F. Lane, Executive Administrative Specialist. Voting in favor of the Closed Session were all of the present Council Members.

The Council convened in a Closed Session on July 2, 2019 at 5:16 p.m. to discuss the following items: 1) approved the request of the Director of Corrections to promote an existing employee from a Correctional Officer V to to Correctional Officer VI to fill a vacant Chief of Security position due to a resignation by a 4 to 0 vote; 2) approved the request of an employee, who has resigned, to remain as a part-time 911 Dispatcher by a 4 to 0 vote; 3) approved the request of the Emergency Services Director to hire an individual to fill a 911 Dispatcher vacancy by a 4 to 0 vote; 4) approved the request of an employee, who has resigned, to be placed on the on-call list as an Emergency Medical Technician by a 4 to 0 vote; 5) approved a contract for an individual who is filling a part-time position in Economic Development by a 4 to 0 vote; 6) approved the hiring by the Sheriff of an individual as a Patrol Deputy due to a resignation by a 4 to 0 vote; 7) deferred a request for compensation in order to obtain additional information; and, 8) agreed to transfer an existing employee from Emergency Medical Services to Information Technology and reclassify that individual to a Radio Technician by a 4 to 0 vote.

Present were: William V. Nichols, President; Jay L. Newcomb, Vice President; Libby Handley Nagel; George L. Pfeffer, Jr. Also present were E. Thomas Merryweather, County Attorney; Keith Adkins, County Manager, and Donna F. Lane, Executive Administrative Specialist. The purpose of the Closed Session is also set forth in the Written Statement of Closing a Meeting Under the Open Meetings Act, which will be provided upon request. Voting in favor of the Closed Session were all of the present Council members.

REGULAR SESSION

FY 2019 BUDGET AMENDMENT-FY2020 CATEGORICAL BUDGET-BOARD OF EDUCATION

Dave Bromwell, Interim Superintendent, Board of Education, advised Council that his goal is to improve communication.

Pursuant to Mr. Bromwell's request the Council approved a FY 2019 Budget Amendment to utilize unspent funds from Instructional Salaries, Student Personnel Services and Fixed Costs due to vacancies and turnovers, totaling \$555,500, for the following: 1) Instructional Supplies for the expansion of Elementary reading programs and Project Lead the Way activities, \$150,000; and, 2) to cover additional expenses under Administration for legal fees, \$50,000; Other Instructional Costs for out of county placements, \$45,000; Student Health Services for Narcan supplies, \$500 and Operation of Plant for contracted trash removal, mandated water testing, utilities, \$310,000. Also based on his request, the Council approved the FY 2020 Categorical Budget which was prepared on the County allocation for FY2020 of \$20,077,482 for operating expenses.

TRANSPORTATION DEVELOPMENT PLAN PRESENTATION

Elizabeth “Buffy” Ellis, KFH Group, Inc., presented a summary of the Transportation Development Plan for Dorchester County, which is required by Maryland Transit Administration (MTA) in order for agencies to obtain grant funding. She said the plan includes some changes to routes and long term goals to enhance transportation for citizens over the next five years including utilizing a company for marketing and branding.

Councilman Nichols thanked Delmarva Community Services (DCS) for the transportation services it provides to residents. In response to a question from Councilman Pfeffer, Santo Grande, President/CEO, DCS, said the suggestions regarding branding and changing the name from DCT as well as improving community outreach are potential ways to increase the public’s awareness of the transportation services the company provides.

MANAGERS COMMENTS

AWARD-TAX LIEN PROPERTY-611 EARLE STREET-FINANCE

Based on information provided by Cindy Smith, Assistant Finance Director, the Council accepted a bid from Tavonya Chester of \$500 for 611 Earle Street, Cambridge which she has been maintaining. In response to an inquiry from Councilman Newcomb, Ms. Smith said Ms. Chester, via email, confirmed her plans to demolish the existing structure.

AIRPORT SECURITY-WILDLIFE FENCE PROJECT DESIGN-AIRPORT

The Council approved the request of Meighan “Chis” Chisholm, Airport Director, to authorize AECOM, the County’s Airport consultant, to proceed with the design of Phase 1 of fencing at the Airport, which consists of fencing along Bucktown Road and across the north end at the cost of \$35,618 using FY18 and FY19 funds allocated to the Airport. Pursuant to a query from Councilman Pfeffer, Mr. Chisholm confirmed that a design must be developed in order to obtain grant funding.

PURCHASE REQUEST-PORTABLE BDA SYSTEM-EMERGENCY SERVICES

The Council approved the request submitted by Steve Garvin, Emergency Planner, on behalf of Dozia Rahilly, Emergency Services Director, to purchase a Portable BDA system that can be used in the event of a loss of a tower site or incident within the County at the cost of \$35,567 utilizing funds from FY17 and FY18 Homeland Security grants.

REQUEST TO USE COUNTY OFFICE BLDG-PARKING LOT-COURT HOUSE GROUNDS-ELECTRIC-DORCHESTER CENTER FOR THE ARTS

The Council approved the written request of Tina Johnson, Education and Program Coordinator, Dorchester Center for the Arts, to use the County Office Building parking

lot, Courthouse grounds and electrical outlets for the Dorchester Showcase on Sunday, September 22, 2019 from 12:00 p.m. to 5:00 p.m. with the understanding that the parking lot must remain public. The Council acknowledged that Brett Wilson, Circuit Court Judge, supports this use.

FUNDING LETTER REQUESTS-ELDORADO-BROOKVIEW VOLUNTEER FIRE COMPANY

The Council acknowledged that the Eldorado Brookview Volunteer Fire Company is seeking a Maryland State Fire Association Loan to upgrade a 2006 Rescue/engine. Based on the request of Robert Murphy, Chairman, Loan Committee, the Council agreed to send the following letters that are required pursuant to loan application requirements: 1) noting there is no County funding available; 2) noting there are no 508 funds available; and, 3) recognizing that this equipment is for emergency services and will be dispatched as such.

PUBLIC WORKS DEPARTMENT IMPROVEMENT PLAN

Mr. Adkins said before the Council for its consideration is an improvement plan for the Public Works Department. Councilman Pfeffer made a motion to approve the plan which was seconded by Councilwoman Nagel. In response to a question posed by Councilwoman Nagel, Mr. Adkins said he is confident it will result in great improvements to the Department. The Council approved the plan.

REQUEST TO ADVERTISE FOR PROPOSALS-PUBLIC WORKS SERVICES

Mr. Adkins advised that the next item is a request to advertise for proposals for Public Works services to include: tree trimming, grass cutting, road resurfacing, ditching, replacement and installation of cross pipes, snow removal, installation of signs, mechanic repairs, clearing of brush on back side of ditches, maintaining County roadways and bridge repairs. Councilwoman Nagel made a motion to advertise for proposals for these items based on concerns about staffing and the ability to maintain 600 plus miles of County road which Councilman Newcomb seconded. Councilman Pfeffer recognized the need for staff to be directed to perform one task, such as paving, certain times of the year which results in other work being delayed. In response to his query, Councilwoman Nagel expressed her belief proposals should be sought in conjunction with Mr. Adkins improvement plan. Councilman Newcomb said the proposals can then be used if additional resources are needed. Mr. Merryweather noted that, if necessary, a modification of a proposals can be sought to fit specific needs.

Councilman Nichols also recognized the need to direct resources to one particular job. He stated that in some cases it may be less expensive to utilize an outside vendor. He noted that due to the wet weather the past year and a half many road surfaces are in need of repair. He said there are many trees that also need to be trimmed. Councilman Pfeffer said he concurs with the motion if it is used as a supplement to the plan and not a replacement. The Council agreed to advertise requests for proposals for the Public Works services listed by Mr. Adkins.

CONTINUED DISCUSSION-REQUEST FOR FUNDING-DELMARVA COMMUNITY SERVICES

The Council recognized its June 18, 2019 deferral of the request of Santo Grande, President/CEO, for funds to offset the reduction of funding by the Maryland Department of Aging for the Senior Meals Program and Maryland Senior Information and Assistance for Dorchester County. After a brief discussion, the Council agreed to provide \$20,000 to DCS for the two programs with the understanding that DCS will utilize existing funding and any amounts obtained through fundraising efforts towards the shortfall as then the County monies.

BOARD APPOINTMENTS

Mr. Adkins said before the Council are non-district and district appointments for County Boards/Committees that have expired or have vacancies. Based on the nomination of Ms. Rahilly, the Council appointed Lieutenant Brian Stevanus to serve on the 911 Advisory Board.

POLL CONFIRMATIONS

The Council, confirmed its decisions in the interim between meetings, by means of a poll, to:

- transfer the renewal of a Boat Slip Lease Agreement to a relative in lieu of the original lessee for a boat slip at the Trenton Street Marina since the workboat is being transferred to that relative, a watermen, by a 5 to 0 vote;
- modify a Memorandum of Understanding with the Board of Education for the use of school security funding allocated in the County budget by a 5 to 0 vote;
- approve the request of the Airport Director to sole source with Empire Today for the replacement of the flooring in the main dining area of the restaurant space at the Airport at the cost of \$7,199.49 using monies from the Airport Operating Budget by a 5 to 0 vote; and
- approve the request of the Tourism Director to submit a Maryland Sports Grant application to the Maryland Sports Commission in the amount of \$25,000 to offset the licensing fee for the 2020 IRONMAN race with the understanding that private donations will be used as the match and the County and City have also allocated \$25,000 each for Ironman as a match.

REQUEST TO AMEND JUNE 4, 2019 MINUTES

The Council approved the request of Carla Neugroschel, Director of Administration, on behalf of the Executive Staff team of the Health Department, for an amendment of the June 4, 2019 minutes to clarify that Belinda Galanek was not representing the Health Department nor the Local Health Officer when she made comments about the building and how she believes its condition has negatively impacted her health.

REQUEST TO SOLE SOURCE-HVAC MAINTENANCE CONTRACT-CIRCUIT COURT

The Council agreed to sole source and renew a maintenance contract with Pritchett Controls for the HVAC system at the Circuit Court House for a one year period beginning on July 1, 2019 at the annual amount of \$7,066.00.

HEARN BUILDING UPDATE

Mr. Adkins said on June 19, 2019 he spoke with Carol Gilbert, Maryland's Assistant Secretary of Neighborhood Revitalization who informed him that progress is being made on the Hearn building and the Council should receive an update by the end of July.

PUBLIC COMMENTS

Theresa Stafford, Executive Director, New Beginnings Youth and Family Services, a non-profit organization, provides after school and summer programs for youth in the County particularly at the Bay Country and Parkside Apartment complexes. She referenced the budget request she submitted to the County. She said the organization will focus on comprehensive reading, noting that 80% of the students at Choptank Elementary and at Sandy Hill Elementary are reading below grade level. She advised that these are the students that the organization serves. She invited the Council members to visit during the summer program which is held Monday through Thursday from 9 a.m. to 2:30 p.m. noting that Mondays and Tuesdays are best since the other days they go to the pool or have a field trip. She said they budgeted for 35 kids and as of today have 58. In response to a question from Councilman Pfeffer, Ms. Stafford advised that: 1) she is the Executive Director of the non-profit organization, not a volunteer; 2) the summer program is funded by grants and donations; and, 3) the two complexes they serve donate money monthly during the school year for the after school program.

COUNCIL'S COMMENTS/ADJOURNMENT

Based on a motion made by Councilman Pfeffer, the Council members agreed that the Board of License Commissioners, the Planning Commission and the Zoning Appeals Board members can utilize their laptop computers for their meetings in Room 110 of the County Office Building only if they wish to use them. The Council requested that security measures be taken to ensure confidentiality.

The Council agreed to pursue a work session with the Planning Commission to discuss the Comprehensive Plan which is current being updated.

Councilman Pfeffer commended Mary Handley, Delmarva Community Services, and those who participated in a recent event to garner funds to offset the reductions for the Senior Meal Program and Assistance and Information Program for Dorchester County.

Councilmen Newcomb and Nichols wished everyone a Happy and safe Fourth of July. He announced the next meeting is July 16, 2019 at 6 p.m.


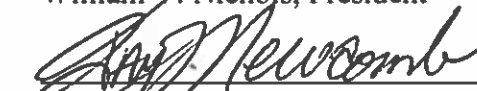

With no further business to discuss, the Council adjourned.

ATTEST:



Keith Adkins
County Manager

THE COUNTY COUNCIL
OF DORCHESTER COUNTY:


William V. Nichols, President
Jay E. Newcomb, Vice President
Libby Handley Nagel
George L. Pfeffer, Jr.
Ricky C. Travers

Approved the 16th day of July, 2019.