

COUNTY COMMISSIONERS OF CAROLINE COUNTY
109 Market Street, Room 106, Denton, Maryland

MINUTES
June 12, 2018

Present: President Larry C. Porter, Wilbur Levensgood Jr., Vice President; Daniel J. Franklin, Commissioner; County Administrator Ken Decker; Chief of Staff Sara Visintainer and County Attorney Heather Price

At 5:00 p.m. on motion by Commissioner Franklin, seconded by Commissioner Levensgood the Commissioners unanimously convened into Closed Session for the following purpose: Discussion of the Deployment of Police Services, Staff, and the Implantation of Emergency Plans: Maryland Code, General Provisions §3-305 (b)(10).

At 5:58 p.m. on motion by Commissioner Levensgood, Seconded by Commissioner Franklin, the Commissioners came out of Closed Session.

President's Report: Commissioner Porter stated that the Commissioners met with the Sheriff and Assistant Superintendent to discuss school safety requirements and police staffing.

Following the prayer and Pledge of Allegiance, President Porter called for **public comment** and Mr. Baker, Garland Road, stated that he has several issues with the ditches surrounding his property not being correctly cleaned and maintained by the Public Works Department. He stated that they are not tax ditches and he hopes he can work with the County to fix this issue. The Commissioners directed Mr. Baker to the Director of Public Work, Charles Copper, who discussed the issues with him further.

Special Recognition of Sheriff Randy Bounds and Bryan Ebling, Director, Emergency Services for Afterschool Programming: Kat Stork, Deputy Director, Caroline County Recreation and Parks, stated that the Department of Recreation and Parks would like to acknowledge the hard work and effort the Caroline County Sheriff's Office and Emergency Services Department put in for the afterschool programs held this year. Ms. Stork stated that both Departments helped support educational programs that helped the youth of Caroline County. On behalf of the Recreation and Parks staff, both Sheriff Bounds and Bryan Ebling were recognized and received signed certificates from the County Commissioners.

Presentation on Annual Planning, Health Care Trends and Updated Service Agency Agreement: Kathryn Dilly, Executive Director, Mid-Shore Behavioral Health (MSBH), presented the Commissioners with updated information on services provided to Caroline County residents over the past year, as well as what would be improving in the years to come. She stated that through grants and extra funding, MSBH has hired additional therapists to provide care. Ms. Dilly stated that Mid-Shore Behavioral Health continues to provide care that is cost-efficient and ensures access to the community. Ms. Dilly stated that MSBH remains a part of several boards in Caroline County such as the Local Drug and Alcohol Abuse Council (LDAAC) as well as the Caroline County Opioid Intervention Team (OIT). Ms. Dilly explained that she and MSBH look forward to continuing their partnership with Caroline County and promoting health to the residents in Caroline County.

Land Donation for Construction of New Full-Service Caroline County YMCA: Robbie Gill, Executive Director, YMCA of the Chesapeake, thanked the Commissioners for considering a land donation to the YMCA. He stated that this project would bring both health and wellness services to all ages of Caroline County residents, as well as provide educational lessons and fields for sports. He stated that the YMCA is a 501(c)(3) which means all of their funding is provided through donations, however both he and the Board of Directors are aware that funds will need to be secured to finalize this project within the next five years. Mr. Gill stated that there would also be a senior center model incorporated into

the building to make sure they are reaching out to all ages and needs of the community. Commissioner Porter stated that the County had owned land located at Double Hills and would like to make sure the property is used for community purposes. He stated that he is excited for the prospect of a YMCA in Caroline County, and he hopes the YMCA will be able to partner with agencies such as the Department Recreation and Parks to have full use of the facilities for afterschool programs.

On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners unanimously agreed to sign the Land Donation Agreement with the YMCA for a donation of 15 acres located at the Double Hills sight in Caroline County.

On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners moved into Legislative Session for the following:

Third Reading and Potential Enactment: Ordinance #2018-3, Chapter 175—Zoning –Administration and Enforcement—Zoning Administrator: Sara Visintainer, Chief of Staff, stated that this was the third reading and potential enactment for Ordinance #2018-03, Chapter 175 –Zoning – Administration and Enforcement – Zoning Administrator. She explained staff had developed a separate written Departmental Standard Operating Procedure in response to concerns from Commissioner Franklin regarding the investigation process, and how the Planning and Codes Department will handle received complaints from citizens. The Commissioners stated that the creation of the SOP addressed their concerns, and they had no other comments on the ordinance. On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners enacted Ordinance #2018-3, Chapter 175 — Zoning – Administration and Enforcement — Zoning Administrator which became effective immediately.

Potential Introduction and First Reading: Ordinance #2018-4, Chapter 175 – Zoning – Breweries, Cideries, and Distilleries: Ms. Visintainer stated that this ordinance is an act concerning zoning definitions; for the purpose of adding breweries, cideries, and distilleries as permissible land uses; by amending §175-8 and Attachment 3:1 of the Table of Use Regulations of the Code of Public Local Laws of Caroline County, Maryland. The purpose of the Ordinance is to permit breweries, cideries, and distilleries in the county under the same terms and conditions that currently apply to wineries. The Ordinance received the positive recommendation of the Planning Commission. On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners introduced Ordinance #2018-4 and approved the public hearing date for July 24, 2018 at 6:15 p.m.

Consent Agenda: The following items were approved by unanimous consent.

- Minutes: Work Session May 1, 2018, and Open Session of May 8, 2018 and May 22, 2018
- P.O #2018-00000392 and Accompanying Contract, Hammaker East, LTD Russell Standard Corporations, 77,330 Gallons of Oil for Retreatment, \$158,526.50
- P.O #2018-0000364 and Accompanying Contract, SHI International Corp. Office 365 Subscription, \$42,307.95
- Resolution #2018-014, Amendment of the Caroline County Comprehensive Water and Sewerage Plan & Maps, Federalsburg Water Line Replacement
- Resolution #2018-015, Declaration of Official Intent Relating to the Sheriff Building Project
- Resolution #2018-016, Endorsement of Maryland Economic Development Assistance Fund Loan/Grant for Crystal Steel
- Caroline Human Service Council Redirection of Funds to Caroline County Health Department, \$30,030, for Addictions/Behavioral health Initiative
- Law Enforcement Training Scholarship (LETS) Grant Application Request
- CDBG Grant Application Statement of Assurances for Benedictine School Request
- FY19 Core Service Agency Agreement with Mid Shore Behavioral Health

- Maryland Circuit Rider Town Manger Program Amendment to Grant Agreement Letter of Support to Coppins African American Episcopal Church for the FY19 African American Heritage Grant
- Body Armor for Local Law Enforcement Grant Application
- Authorization for Upper Shore Aging to Apply for Senior Center Operating Funds on behalf of Caroline County

The Professional Services Agreement Maven and Smith was pulled from the consent agenda, to allow further time for review.

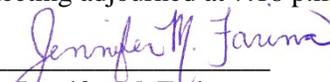
County Administrator's Report:

- Mr. Decker stated that he has received several road condition complaints over the past week due to the amount of rain the County has received. He stated that the Department of Public Works has been working to ensure all complaints have been evaluated and worked on.
- He explained that the Department of Human Resources is in the process of moving back to the Goldsborough House.
- The bidding package for the new Caroline County Sheriff's Office should be completed by December 1, 2018
- Documents for the bond to be issued by Maryland Environmental Services (MES) for the construction of the next cell at the landfill will be reviewed by the County's bond attorney, and then given to the Board for approval in the next couple of weeks. MES issues the bonds on behalf of the four landfill partner counties.
- He stated that emails have been sent to the Dorchester Council to discuss a railroad right-of-way they wish to obtain from the State, which has a portion in Caroline County. Mr. Decker stated that he would like direction from the Board on how they would like staff to proceed on the matter. The Commissioners stated that they would like the Planning Director to submit comments to the State clearinghouse that the County does not support the transfer of the right-of-way in Caroline to another county, and that doing so would be inconsistent with the County's adopted plans.
- Mr. Decker thanked Ms. Visintainer and Ms. Price for their hard work on finalizing the YMCA donation agreement.
- Mr. Decker stated that after several email exchanges he has received direction from the Board that all full-time employees will received the longevity pay increase. Commissioners also directed staff to draft the necessary update the Caroline County Employee Compensation Plan to allow for employees at the top of their pay range to receive pay increases that would take them out of the range.

Commissioners Open Discussion Period:

- Commissioner Franklin stated that he attended several parades, as well as the graduation ceremonies for both North Caroline and Colonel Richardson High Schools. He stated that it was a wonderful achievement for the seniors of NCHS receive a total of \$9 million in scholarships for the year.
- Commissioner Levensgood stated that he had attended several events throughout the county, as well as attended the Planning Commission meeting.
- Commissioner Porter stated that all three Commissioners attended the ceremony for the traveling Vietnam Wall in Talbot County, which was a great honor and a very thoughtful ceremony.

There being no further discussion the Commissioners meeting adjourned at 7:18 p.m.



 Jennifer M. Farina

Administrative Coordinator