

Please note: Documents to be discussed during the Commissioners meeting are hyperlinked on the agenda where possible. Click the blue underlined text to access documents or more information on the agenda item listed.



**COUNTY COMMISSIONERS OF CAROLINE COUNTY**  
HEALTH AND PUBLIC SERVICES (HAPS) BUILDING  
403 S. 7<sup>TH</sup> STREET, ROOM 111  
DENTON, MD 21629

**AUGUST 8, 2023**  
9:00 AM

Commissioner Meetings/Work Sessions - <https://us06web.zoom.us/j/300062187>

833-548-0282 (Toll Free) or 877-853-5257 (Toll Free) Meeting  
ID – 300 062 187

**\*\*\*PLEASE NOTE THE MEETING IS BEING HELD AT AN ALTERNATE LOCATION\*\*\***

- 9:00 AM Commissioners Meeting Convenes, No Invocation
- Public Comment
- 9:05 AM Interim Administrative Functions Discussion  
County Commissioners
- 9:55 AM County Administrator Class Specification Discussion  
Sherry Bratton, Director of Human Resources
- 10:45 AM Director of Economic Development Class Specification Discussion  
Sherry Bratton, Director of Human Resources
- 11:15 AM Consent Agenda:
- Minutes – August 1, 2023 - Closed
  - Caroline County Sheriff's Office – [PRAR Initiative Grant Agreement - \\$25,000](#)
  - Caroline County Department of Emergency Services – [Chesapeake Community College Student Affiliation Agreement](#)
  - Caroline County Department of Emergency Services – [Purchase Order #2024-057 – Fred Frederick Chrysler, Dodge and Jeep – 2024 Dodge Ram 4X4 Chassis - \\$78,725](#)
  - Caroline County Department of Emergency Services – [FEMA Hazard Mitigation Grant Agreement - \\$30,000](#)
- 11:25 AM County Administrator's Report
- 11:45 AM County Commissioners Open Discussion Period
- Public Comment

*Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the state open meetings law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed on the agenda are only estimates, and that the order of agenda items may change as time dictates or allows.*

12:00 PM     Closed Session #1: “To consider the acquisition of real property.” Section (3) General Provisions Art. 3-305(b)

Closed Session #2: “To discuss pending litigation.” Section (8) General Provisions Art. 3-305(b)

Closed Session #3: “To discuss an employment resignation.” Section (1) General Provisions Art. 3-305(b)

12:30 PM     Meeting Adjourns

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Until further notice:

- The Commissioners will meet every Tuesday at 9 am, except for the 5<sup>th</sup> Tuesday of the month.
- The full 2023 County Commissioners Meeting schedule can be found on the County website, [www.carolinemd.org](http://www.carolinemd.org)
- Meetings are open to the public
- All meetings will continue to be broadcasted via Zoom and conference call.

To participate in the Meeting:

- Please click this URL to join: <https://zo20om.us/j/300062187>
- Or join by phone: 888-475-4499 (Toll Free) or 877-853-5257 (Toll Free)
- Webinar ID:300 062 187
- Public comment will be held during the beginning and end of each meeting. The County will also receive written comment through the County’s [email system](#), [website](#), and by USPS at 109 Market Street, Room 123, Denton, MD 21629. Written comments received prior to a meeting will be entered into the record and made available to the Commissioners prior to the meeting or hearing.
- The Commissioners will take roll call by name and announce which staff are participating directly in the meeting.
- All speakers, including the Commissioners must announce their name each time before they speak. This means before asking a question or making a statement, the person must state their last name.
- Any document being voted on by the Commissioners will be linked on the agenda in advance wherever possible in order to facilitate public understanding of items that will be voted or discussed.