

COUNTY COMMISSIONERS OF CAROLINE COUNTY

Board of Education
204 Franklin Street
Denton, Maryland 21629

WORK SESSION

October 16, 2018

Present: President Daniel J. Franklin; Vice President Larry C. Porter; Commissioner Wilbur Levensood, Jr.; Chief of Staff, Sara Visintainer, and Jennifer Farina, Administrative Coordinator

At 9:36 a.m. President Porter called the meeting to order and thanked all the District 36 and 37 State Legislators for attending. In attendance was Senators Steve Hershey and Addie Eckardt; Delegates Jeff Ghrist, Jay Jacobs, Steve Arentz, Johnny Mautz, and Chris Adams.

Topic 1: Caroline County Legislative Requests

At the request of the Commissioners, Sara Visintainer, Chief of Staff, reviewed the County's two legislative requests:

1. **\$150,000 Bond Bill to finish the outdoor space of the Chesapeake Culinary Center**, to enable expanded events venue space that will enable fiscal sustainability and expanded training programs. Beth Brewster, Food Services Supervisor, Caroline County Public Schools, explained the importance of the Culinary Center in Caroline County, and how its teaching programs and food services have been an asset to the community. She stated that the Center is a nonprofit that services the mid shore region and focuses on a healthy community, economic development, job training, hunger and poverty.
2. **School Construction Eligible Costs**. Ms. Visintainer stated that the County Commissioners would like the local delegation to sponsor legislation to enable certain school construction costs that are not currently eligible for state-share funding to be eligible under certain circumstances. She went on to state that Caroline County is asking their local delegation to sponsor legislation to enable certain school construction costs that are not currently eligible for state-share funding to be eligible under certain circumstances. Caroline County has committed to replacing Greensboro Elementary School. This will be the single most expensive capital project in the County's history, with current costs estimated at \$47.75 million. The County annual operating budget for FY2019 is \$48.4 million. Caroline County's State funding percentage for eligible costs is 80%. However, given the significant items that are not eligible for State funding –including architecture and engineering services –we expect the actual State Share to be closer to 60%. Caroline County would like to craft a narrow bill to address the issue inadequate State Share when the Cost of project is especially significant in comparison to a county's overall budget and ability to fund the project.

Milton Nagel, Assistant Superintendent, Caroline County Public Schools, stated that after discussion at MACo and MABE, he believes that the Board of Education can continue to request additional State funding and he supports the County efforts to help make this project possible.

Both District 36 & 37 stated that they would support both legislative requests for Caroline County.

Topic 2: Deputy Secretary Jim Ports, Maryland Department of Transportation, Annual Presentation of Consolidated Transportation Program: Jim Ports, Deputy Secretary, Maryland

Department of Transportation (MDOT), thanked the Caroline County Commissioners and members of the Caroline County Delegation for allowing him time to give the annual MDOT report. Mr. Ports stated that Governor Hogan has made a number of projects located in Caroline County a top priority over the past two years. He stated that upgrading the existing MD Route 404 was completed last thanksgiving and Mr. Ports and his team did a tour of it this morning. He stated the completion of Dover Bridge which extends into Talbot County was completed June 2018. Mr. Ports stated that the next big project is a potential third span to cross the Chesapeake Bay. He stated that the Maryland Transportation Authority (MDTA) is hosting an online meeting about the Chesapeake Bay Crossing: Tier 1 Study. The purpose of the study is to identify the location of a new crossing and to explore potential financial options. The study is expected to be completed in late 2020. The Delegation and County Commissioners thanked Mr. Ports and MDOT for their continued support and communication to them during the construction of Route 404 and Dover Bridge. The Commissioners stated that they would continue to be communicating with MDOT to discuss traffic patterns in Caroline County that can be updated for the safety of the citizens.

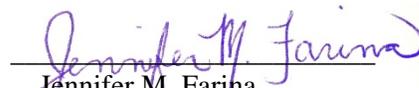
Topic 3: Katheleen Freeman, Director, Department of Planning and Codes, Capital Purchase – Departmental Software Platform, Departmental Reorganization:

Ms. Freeman stated that the Planning & Codes and IT Departments have completed an extensive review of a permitting software proposal. After soliciting bids for permitting software, the Department received four preliminary proposals from Davenport Group, TechGlobal, Tyler Technologies, and Viewpoint Government Solutions. Out of the four proposals, three were selected to submit full proposals. Ms. Freeman explained that TechGlobal was eliminated due to price and quality of proposal. TechGlobal could not complete the desired with the available budget, nor could they meet the requested timeline. Davenport Group/Lama Software, submitted a software proposal that met the needs of the County and satisfactorily and answered all questions. Installed software price is \$67, 635.00 with annual maintenance fee of \$22,002.00. Tyler Technologies submitted a proposal that met the needs however their price was \$173.602 with an annual fee of \$56,675.00 for maintenance.

Ms. Freeman stated that the staff recommend the County purchase the Davenport/Lama Proposal. She stated and Chris Rice, Director, IT Department, agreed, that this software fits the needs of the County the best, and the pricing option fits into the originally budgeted expense. The total amount of this purchase would be \$119,637. 00. The Commissioners gave staff direction to move forward with a software purchase from Davenport Group/Lama Software.

Ms. Freemans stated that she would like to discussion the reorganization of the Planning and Codes Department. She went on to state that she would like to increase the salary of the Codes Enforcement Officer and allow that position to review permits as well as the normal site inspections and code enforcement. She stated she would like to move the Administrative Assistant to the Board, to be under her direction. She stated two positions needed to be filled for the Permit and Tech Planner, and she would also need to hire a new employee for the Long-Range Planner positions. The Commissioners agreed with Ms. Freemans new plan and told her to move forward with her departmental changes.

There being no further discussion the meeting adjourned at 12:30 p.m.


Jennifer M. Farina
Administrative Coordinator

