



# Talbot County, Maryland



Easton, Maryland

MINUTES

April 22, 2014

Present – President Corey W. Pack, Vice President Laura E. Price, Dirck K. Bartlett, Thomas G. Duncan, R. Andrew Hollis, Acting County Manager Clay B. Stamp, County Attorney Michael Pullen and Staff Attorney Tony Kupersmith.

- I. Agenda – Mr. Pack requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, April 22, 2014.
- II. Minutes – Mr. Pack requested unanimous consent for approval of the Minutes of Tuesday, April 8, 2014. Mr. Duncan abstained as he had been absent for the meeting of April 8, 2014. Ms. Price requested that the description of *Item IX. Introduction of Legislation - A RESOLUTION TO PLACE A QUESTION ON THE BALLOT AT THE 2014 GENERAL ELECTION TO AMEND THE TALBOT COUNTY CHARTER TO INCREASE THE COMPENSATION OF THE COUNTY COUNCIL FROM \$14,400 PER ANNUM TO \$16,500 PER ANNUM, WITH THE COUNCIL PRESIDENT TO RECEIVE AN ADDITIONAL \$1,000 PER ANNUM* be changed to reflect that the legislation, does *not* affect the current Council. Mr. Pack then requested and received unanimous consent for approval of the Minutes of April 8, 2014, as amended.
- III. Disbursements – Mr. Pack requested and received Council’s unanimous consent for approval of the Disbursements of April 22, 2014.
- IV. Presentation on Proposed Voluntary Pledge Program to Stop or Reduce Fertilizer Use on Lawns – Ray Clarke, County Engineer; Tim Junkin, Executive Director, Midshore Riverkeeper Conservancy – Mr. Clarke and Mr. Junkin briefed the Council on proposals to have the County partner with Midshore Riverkeeper Conservancy and other environmental stakeholders in a campaign to bring awareness to the significant role the use of lawn fertilizer plays in the pollution of waterways through the discharge of nitrogen and phosphorus; the goal is to encourage property owners to pledge to reduce or refrain from using lawn fertilizer to improve water quality in creeks, rivers, streams, and the Chesapeake Bay. Mr. Clarke and Mr. Junkin presented a draft of a brochure entitled *Heal our Rivers – Pledge not to fertilize*, and discussed with Council their recommendations for distribution to the public, including procuring billboard space along U.S. Route 50 to increase visibility, distribution of flyers to Talbot County Public School students, and placement of posters throughout County-owned buildings and Talbot County Free Library locations. Individuals desiring to pledge to reduce use of lawn fertilizer or to pledge not to use fertilizer would be directed to the website for Midshore Riverkeeper Conservancy at [www.midshoreriverkeeper.org](http://www.midshoreriverkeeper.org). Council discussion ensued with Mr. Clarke and Mr. Junkin as to the best vehicle for distribution of flyers, including insertion in County property tax bills. A straw poll taken by the Council approved use of the phrase *Heal our Rivers – Pledge not to fertilize* instead of *Heal our Rivers – Pledge to reduce lawn fertilizer*. The Council tabled the question of whether to distribute flyers in the County’s July 2014 property tax bills until the May 6, 2014 Council meeting to afford County staff an opportunity to obtain information on printing and mailing costs of approximately 20,000 flyers.
- V. County Manager’s Report:
  - A. Talbot County Blue Ribbon Commission Oversight Committee - Requested Council approval for the reappointment of Hilary Spence and Beth Williams to three-year terms on the Talbot County Blue Ribbon Commission Oversight Committee; said terms will expire on April 1,

2017. Upon motion by Mr. Bartlett, seconded by Mr. Duncan, the Council approved the reappointments by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan - Aye

- B. Talbot County Village Center Board – Requested Council approval for the appointment of Robert Jump to a three-year term on the Talbot County Village Center Board as a representative of the Village of Neavitt; said term will expire on June 30, 2016. Upon motion by Mr. Bartlett, seconded by Mr. Duncan, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan - Aye

- C. Talbot County Village Center Board – Requested Council approval for the appointment of William (Billy) Smith to the Talbot County Village Center Board as a representative of the Village of Royal Oak; said term will complete the unexpired term of Mr. Stephan Luethy and will expire on June 30, 2015. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the appointment by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- D. Request from Department of Public Works – Requested Council approval to accept a grant in the sum of \$3,882 from the Chesapeake Bay Trust for costs associated with the planting of marsh grasses at the Neavitt Public Landing as a living shoreline at that location; total cost of the project is \$96,435 and is being funded through a no-interest loan from the Maryland Department of Natural Resources approved by the Council in January 2014; the Chesapeake Bay Trust receives its funding from extra fees paid from the purchase of Chesapeake Bay Trust license plates by Maryland residents. Upon motion by Mr. Hollis, seconded by Mr. Bartlett, the Council approved acceptance of the grant by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- E. Request from Department of Public Works – Requested Council approval to accept a grant in the sum of \$75,000 from the Chesapeake Bay Trust with said funding to go toward installation of Phase 1A of approximately 300 linear feet of living shoreline along the Claiborne

Causeway; requested Council approval to apply for and accept a no-interest loan from the Maryland Department of Natural Resources in a sum up to \$85,005 toward installation of Phase 1B of approximately 375 linear feet of living shoreline along the Claiborne Causeway; total cost of the project is anticipated to be \$150,000. County Engineer Ray Clarke advised that his office will be working with the U.S. Army Corps of Engineers to utilize the sediment it will be dredging from the channel at that location, if possible, for the living shoreline; work on the project is anticipated to begin in the fall of 2014. Council discussion ensued with Mr. Clarke regarding various facets of the project; adjacent property owners and citizens of Claiborne will be kept apprised as to the status of the project as it moves forward. Upon motion by Ms. Price, seconded by Mr. Bartlett, the Council approved acceptance of a grant from the Chesapeake Bay Trust in the sum of \$75,000 for improvements to the Claiborne Causeway by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

Upon motion by Mr. Bartlett, seconded by Ms. Price, the Council approved applying for and accepting a no-interest loan in a sum up to \$85,005 from the Maryland Department of Natural Resources by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

Mr. Clarke advised the Council that his office has also applied for a Hurricane Sandy Resiliency Grant; if approved, the funding received will be used for various projects related to restoration of the Claiborne Jetty.

- F. Easton Airport Contract Extension with URS - Requested Council approval of the Airport Manager's recommendation for an extension of the contract with Airport consultant, URS, to have them complete work on the Airport Capital Improvement Program Environmental Assessment and obstruction removal projects; and requested that the County allocate \$10,000 as a start-up fee to have URS begin the application process for a new grant. Grants for the projects, AIP 30 and AIP 37, expired on September 3, 2010 and March 26, 2014, respectively; the contract would be extended from June 30, 2014 through September 30, 2015 to afford the County an opportunity to apply for new grant funding to complete the projects; URS is the engineer of record for both projects. County Attorney Mike Pullen briefed the Council on the status of the projects to date, the timeline for closing out the current grant (AIP-37) and on-going discussions with the Town of Easton, owner of the property, on matters related to the subject projects. Council discussion ensued with Mr. Henry and Mr. Pullen. Upon motion by Ms. Price, seconded by Mr. Bartlett, the Council approved allocation of \$10,000 as a start-up fee for the new grant application, 90% of which is reimbursable by the Federal Aviation Administration by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

Ms. Price then amended her motion to approve extension of the contract with Easton Airport consultant, URS, through September 30, 2015 and to approve \$10,000 as a start-up fee to have URS begin a new grant application process; the motion was seconded by Mr. Bartlett. The Council approved the motion by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- G. Request by Department of Emergency Services – Requested Council approval of a request from the Department of Emergency Services to purchase a replacement mass notification system from Everbridge, Inc. in the sum of \$17,585 for the first year, with an annual renewal option of \$16,475 for the next four years. Mr. Stamp stated that the new system provides better features at less cost than the current system; if approved, the purchase would be made by piggybacking on a GSA contract utilizing Homeland Security funding. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the purchase by voting 5 – 0 as follows:

Mr. Pack – Aye  
Mr. Hollis – Aye  
Mr. Bartlett – Aye  
Ms. Price – Aye  
Mr. Duncan – Aye

- H. Department of Planning and Permits Informational Meetings – Mr. Stamp stated that the Talbot County Department of Planning and Permits will be holding informational meetings to discuss Village Center zoning and land use issues. Meetings will be held on the following dates: Saturday, April 26, 2014 from 9:30 a.m. to 12:00 Noon at the Tilghman Fire House in Tilghman; Monday, April 28, 2014 from 5:30 p.m. to 7:00 p.m. at the Talbot County Free Library in Easton; and Saturday, May 10, 2014 from 9:30 a.m. to 12:00 Noon at the Christ Church Parish Hall in St. Michaels. County Attorney Mike Pullen stated that the purpose of the meetings is to gather input from village residents on various proposals under discussion by the County and the impact of those proposals on the villages. He stated that the meetings are intended to gather and share information which focuses on the future of the development of the villages in the Comprehensive Plan; members of the Planning staff and Council members will be in attendance to answer questions. Mr. Stamp stated that questions regarding the meetings should be directed to the Department of Planning and Permits at (410) 770-8030. Information is also available on the County's website at [www.talbotcountymd.gov](http://www.talbotcountymd.gov); postcards have been mailed to property owners, public notices were printed in *The Star Democrat*; and emails were forwarded to Village Center Board representatives.

VI. Council Comments:

Mr. Hollis – No comments.

Mr. Bartlett - No comments.

Ms. Price – No comments.

Mr. Pack - No comments.

Mr. Duncan – No comments.

VII. Upon motion by Mr. Duncan, seconded by Ms. Price, the Council voted to adjourn to Executive Session for discussion of legal, personnel, and real estate matters and to reconvene in Executive Session on Tuesday, May 6, 2014 at 12:30 p.m. for discussion of legal, personnel, and real estate matters, and at 1:30 p.m. for the regularly scheduled meeting by voting 5 – 0 as follows:

Mr. Pack – Aye

Mr. Hollis– Aye

Mr. Bartlett - Aye

Ms. Price – Aye

Mr. Duncan - Aye

The meeting adjourned at 7:21 p.m.

The transcript of the April 22, 2014 County Council meeting is available for review in the Office of the County Manager during regular office hours.

VIII. On Tuesday, April 22, 2014, an Executive Session of the Talbot County Council convened at 5:10 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Bartlett, seconded by Mr. Hollis, the Council met in Executive Session by voting 4 - 0 as follows:

Mr. Bartlett – Aye

Mr. Duncan – Aye

Mr. Hollis – Aye

Mr. Pack – Aye

Ms. Price – Absent

Ms. Price arrived at 5:15 p.m.

In accordance with State Article § 10-508 (a)(1)(i)(3)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; to discuss a personnel matter in the Department of Public Works, and to discuss a personnel matter at Hog Neck Golf Course; for a legal matter for legal advice regarding potential litigation; and for a legal/real estate matter to discuss disposal of County property. The Executive Session recessed at 6:00 p.m. and reconvened at 7:25 p.m. The Executive Session ended at 9:20 p.m.

**CASH STATEMENT 4/22/2014**

BALANCE 4/15/2014

\$24,596,271.81

UHC CLAIMS THRU 4/15/2014

(40,897.67)

DEPOSITS		437,477.37
CHECKS		(460,331.92)
VOID CHECK NO.S 288925, 289386, 289398, 289403		55,530.92
<b>BALANCE 4/22/2014</b>		<b><u>24,587,950.51</u></b>
<b><u>AIRPORT ACCOUNTS</u></b>		
AIP-RUNWAY 4-22 EXTENSION ANALYSIS		--
AIP37		303.68
AIP39		38,212.00
<b>AIRPORT ACCOUNTS TOTAL BALANCE</b>		<b><u>38,515.68</u></b>
<b>INVESTMENTS – CERTIFICATES OF DEPOSIT</b>		
<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>
		<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.06%
		18,000,000.00
<b>TOTAL INVESTED</b>		<b><u>\$18,000,000.00</u></b>
<b>PETTY CASH BALANCE</b>		<b><u>\$8,570.00</u></b>
<b>GRAND TOTAL ALL FUNDS</b>		<b><u>\$42,635,036.19</u></b>