



Talbot County, Maryland



Easton, Maryland

MINUTES

February 26, 2013

Present – President Dirck K. Bartlett, Vice President Corey W. Pack, Thomas G. Duncan, R. Andrew Hollis, Laura E. Price, County Manager John C. Craig, and County Attorney Michael Pullen.

- I. Agenda – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, February 26, 2013.
- II. Minutes – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Minutes of February 12, 2013.
- III. Disbursements – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Disbursements of February 19, 2013 and February 26, 2013.
- IV. Presentation by Talbot County Office of Tourism – Debbi Dodson, Director, Talbot County Office of Tourism – Ms. Dodson provided a brief history of the Talbot County Office of Tourism from its founding in 1999. She cited various statistical data on the growth of tourism in Talbot County since 1998 and the impact of tourism on various segments of the Talbot County economy during both times of growth and more recently since the downturn in the economy. She stated that the data now indicates that the hospitality segment of the economy in Talbot County appears to be rebounding. She outlined several initiatives accomplished by the Office of Tourism during her tenure as Director, stating that the Tourism Office worked diligently to create product initiatives which had a favorable economic impact on the County’s economy creating positive results on the quality of life for both Talbot County citizens and visitors; she cited the development of the St. Michaels and Tilghman Island Water Trails map as an example. Council members expressed their gratitude and appreciation to Ms. Dodson for her years of service to the citizens of Talbot County as the Director of Tourism, and for the list of accomplishments which are a legacy to her time in office.
- V. Presentation of Certificate of Commendation to Debbi Dodson, Retiring Talbot County Tourism Director – The Clerk read a proclamation into the record in recognition of Debbi Dodson’s years of service to Talbot County as its Director of Tourism for thirteen plus years. The proclamation spoke of the initiatives and accomplishments achieved by the Talbot County Office of Tourism under Ms. Dodson’s leadership, the awards received by the Office and Ms. Dodson during her tenure as Director, and the notoriety brought to Talbot County as a premier travel and culinary destination as a result of the efforts of Ms. Dodson. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the proclamation by voting 5 – 0 as follows:

Mr. Bartlett – Aye
Mr. Hollis – Aye
Mr. Pack – Aye
Ms. Price – Aye
Mr. Duncan – Aye
- VI. Introduction of Cassandra Vanhooser, Newly Appointed Director, Talbot County Office of Tourism – Council welcomed Cassandra Vanhooser to Talbot County as the Director of the Talbot County Office of

Tourism. Ms. Vanhooser is a graduate of the University of Tennessee and brings to the position a varied background, most recently having spent almost 15 years as a travel writer for *Southern Living Magazine*.

VII. Presentation by Eastern Shore Land Conservancy – Rob Etgen, Executive Director, Eastern Shore Land Conservancy; Carmen Farmer, Community Projects Coordinator, Eastern Shore Land Conservancy – Mr. Etgen updated the Council on the status of plans by Eastern Shore Land Conservancy (ESLC) to purchase the building in downtown Easton known as the McCord Building for use as a regional co-location conservation center where non-profit groups involved in conservation efforts would have more opportunities to partner and collaborate on projects. Mr. Etgen stated that the Easton project is anticipated to generate 50 jobs at the location by 2015 and 75 jobs by 2025. Ms. Farmer then provided a PowerPoint presentation which depicted a brief history of the McCord building, a former laundry and dry cleaning facility originally built in 1925, enlarged and remodeled in 1939, and an architect's rendering of ESLC's vision for the facility. She stated that plans for the building call for its use as a mixed-use urban campus featuring office space, conference rooms, commons, and courtyard areas. She stated that ESLC is involved in negotiations for the purchase of the smaller white building adjacent to the McCord building and outlined proposed plans for the use of that facility. Mr. Etgen then presented a financial update on monies received and needed for the project. He stated that thus far, \$3.7 million of the \$6.3 million required for the purchase and renovation of the buildings had been received or committed, and that negotiations remain ongoing with several tenants. Mr. Etgen thanked the Council for forwarding a letter to the Governor in support of the inclusion of \$1 million in his FY 2014 Capital Budget for the Easton project; the funding requires ESLC to provide matching funding. ESLC has until April 15, 2013 to raise funding necessary for renovation of the facility. Council members expressed their support of the project. ESLC will continue to update the Council on the status of the project.

VIII. Introduction of Legislation:

A BILL TO AMEND EXISTING PROCEDURES FOR APPLICATIONS TO THE COUNTY COUNCIL TO AMEND THE TEXT OF CHAPTER 190, TO AMEND THE OFFICIAL ZONING MAPS, AND PROCESS APPLICATIONS FOR GROWTH ALLOCATION AND APPLICATIONS FOR ESTABLISHMENT OR ENLARGEMENT OF SOLID WASTE DISPOSAL SITES was read into the record by the Clerk and brought forward for introduction. Prior to introduction, County Attorney Mike Pullen stated that the purpose of the proposed legislation is to amend the procedure by which proposed text amendments to the County zoning ordinance and zoning maps, and applications for growth allocations and enlargement of solid waste disposal facilities, would require the sponsorship of at least one Council member before moving forward for processing by staff. Mr. Pullen stated that at present, an applicant submits a proposed text amendment to staff, and necessary work is completed by the staff in preparation for presentation of the application to the Council for their consideration, whether or not any Council member is interested in pursuing the text amendment. He stated that often the text amendment fails to be introduced. Mr. Pullen stated that a change in the procedure would save the applicant time and expense related to the application and would conserve the time of staff, the Planning Commission, and any other agencies involved in review of the application if no member of the Council is willing to sponsor legislation for a text amendment. Council discussion ensued with Mary Kay Verdery, Assistant Planning Officer. Ms. Verdery stated that any proposed text or map amendment is actually an application to the County Council; the Planning Office acts as facilitator of the application to get a recommendation from the Planning Commission before the matter is brought before the Council. She stated that the purpose of the proposed legislation is to clarify the current process used by applicants so that the applicant would have the sponsorship of at least one Council member prior to submission of the application to the Planning Office before staff invests time to work with the applicant to get a bill that fits within the County Code and takes it before the Planning Commission. She emphasized that sponsoring the application would not necessarily imply that the Council member supported the application or would vote for it, but simply would be willing to sponsor the application. Council discussion again ensued with Ms. Verdery. A BILL TO

AMEND EXISTING PROCEDURES FOR APPLICATIONS TO THE COUNTY COUNCIL TO AMEND THE TEXT OF CHAPTER 190, TO AMEND THE OFFICIAL ZONING MAPS, AND PROCESS APPLICATIONS FOR GROWTH ALLOCATION AND APPLICATIONS FOR ESTABLISHMENT OR ENLARGEMENT OF SOLID WASTE DISPOSAL SITES was then introduced by Mr. Bartlett, Mr. Duncan, Mr. Pack, and Ms. Price as Bill No. 1232. A public hearing was scheduled for Tuesday, March 26, 2013 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

A BILL TO REPEAL AND REENACT CHAPTER 70, “FLOODPLAIN MANAGEMENT ORDINANCE,” TALBOT COUNTY CODE, IN CONNECTION WITH THE NOTICE OF FINAL FLOOD HAZARD DETERMINATIONS FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY; TO ADOPT THE FLOOD INSURANCE STUDY REPORT DATED AUGUST 5, 2013, AND TO ADOPT THE FLOOD INSURANCE RATE MAPS TO BECOME EFFECTIVE ON AUGUST 5, 2013 was read into the record by the Clerk and brought forward for introduction. Prior to introduction, Mary Kay Verdery, Assistant Planning Officer, gave a brief outline of the purpose of the proposed legislation. Ms. Verdery stated that in 2011, the Federal Emergency Management Agency (FEMA) had presented Talbot County with draft maps of a flood insurance rates study based on riverine updates to the maps. She stated that Talbot County had reviewed the maps at length and had presented several amendments or “protests” to the draft maps; County citizens who were of the opinion that their property was improperly marked were also afforded an opportunity to provide evidence to support their opinion; following further review and consideration by the Maryland Department of the Environment (MDE), the maps were again updated to include corrected town boundaries, road names, identification of rivers, etc. Ms. Verdery stated that in February 2012, MDE presented the maps to the County Council, after which postcards were mailed to the approximately 3,500 affected Talbot County property owners, public hearings and public outreach meetings were held, and the County engaged consultant, ERM to update the County’s floodplain management ordinance as outlined in the Maryland model. Ms. Verdery advised that the Talbot County Planning Commission, at its February 6, 2013 meeting, had unanimously recommended that the County Council accept the update floodplain management ordinance, flood insurance study and the flood insurance rate maps. She advised that since approval by the Planning Commission in early February, MDE has submitted additional comments to the County which the Planning Commission will review at its March meeting; the Planning Commission will provide a recommendation to the County Council prior to the March 26, 2013 public hearing for the proposed legislation, if introduced. Council discussion ensued with Ms. Verdery. A BILL TO REPEAL AND REENACT CHAPTER 70, “FLOODPLAIN MANAGEMENT ORDINANCE,” TALBOT COUNTY CODE, IN CONNECTION WITH THE NOTICE OF FINAL FLOOD HAZARD DETERMINATIONS FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY; TO ADOPT THE FLOOD INSURANCE STUDY REPORT DATED AUGUST 5, 2013, AND TO ADOPT THE FLOOD INSURANCE RATE MAPS TO BECOME EFFECTIVE ON AUGUST 5, 2013 was then introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack, and Ms. Price as Bill No. 1233. A public hearing was scheduled for Tuesday, March 26, 2013 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

IX. County Manger’s Report:

- A. Talbot County Local Early Childhood Advisory Council – Requested Council approval to establish a Local Early Childhood Advisory Council and to appoint members to same. Mr. Craig stated that the Local Advisory Council is mandated by the Maryland State Board of Education and the Race to the Top Early Learning Challenge Grant; the responsibilities of the Local Advisory Council include: establishing annual benchmarks of school readiness skills of children entering kindergarten; conducting periodic local needs assessment concerning the quality and availability of early childhood education and development programs and services;

developing an action plan for increasing the overall participation of children in existing programs; local coordination of the Maryland Race to the Top Early Learning Challenge Grant activities; and reporting progress or challenges in meeting the goals of the Grant. Mr. Craig then requested the appointment of the following individuals to the Local Early Childhood Advisory Council: Liz Haslup, Mary Adkins, Dina Myers, Michelle Steelman, Sherry Sutton, Tracy Elzey, Valerie Murphy, Peg Anawalt, Shelly Edwards, Stella Lee Coulbourne, Judith Gaston, Germaine Adams, Scotti Oliver, Rosemary Morris, Diane Shaffer, Robbie Gill, Jan Willis, Janine Conway, Price Schuler, Lyn Collier, Charlene Copper Pierce, Erik Neil, James Bell, Marilyn Neal, Deborah Short, and Richard Potter. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved establishment of the new advisory council and the appointments as presented by voting 5 – 0 as follows:

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

- B. Bid No. 10-13, TALBOT COUNTY FREE LIBRARY BUILDING RENOVATION AND EXPANSION EASTON, MARYLAND – Requested Council approval of a “near final payment” in the sum of \$129,381 to Scheibel Construction for work on the Talbot County Free Library renovation and expansion project. Upon motion Mr. Hollis, seconded by Mr. Pack, the Council approved the payment by voting 5 – 0 as follows:

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

- C. Talbot County 2nd Annual CPR Marathon – Mr. Craig stated that Talbot County Emergency Services, in partnership the Talbot County Paramedic Foundation, the Talbot County Health Department, the Chamber of Commerce, *The Star Democrat*, radio stations WCEI and WINX, Shore Health System, and the Talbot County Fire and Rescue Association, will be holding its 2nd Annual CPR Marathon on Wednesday, February 27, 2013 from 9:00 a.m. to 7:00 p.m. at the Talbot County Community Center; the marathon offers citizens an opportunity to receive free CPR and AED training. Mr. Craig encouraged all those who are interested in learning the life-saving techniques to attend; certificates of completion will be provided to participants.

X. Council Comments:

Mr. Duncan - No comments.

Ms. Price – Ms. Price stated that she had recently traveled to Annapolis with representatives of Riverkeeper[®] to testify in favor of proposed legislation which would afford local jurisdictions the ability to set their own regulations with regard to the use of lawn fertilizer. She stated that, in her opinion, Talbot County has a huge goal to meet with regard to its reduction of Total Maximum Daily Loads (TMDLs).

Mr. Hollis – No comments.

Mr. Pack- Mr. Pack thanked the Town Councils of St. Michaels, Trappe and Easton, and the Mayor of the Town of Queen Anne for coming out on Monday evening, February 25, 2013 to share their comments with the County Council.

Mr. Bartlett - Mr. Bartlett stated that Council had enjoyed attending the recent annual volunteer fire department dinners. He complimented the volunteers and EMTs for their presentation of videos depicting the situations they encounter and commended them on their dedication of service to local citizens, stating that, in his opinion, the importance of the service they provide to citizens is not forgotten. Mr. Bartlett concluded his comments by stating that he looks forward to attending the Tilghman Volunteer Fire Department's annual dinner in the near future.

XI. Upon motion by Mr. Pack, seconded by Ms. Price, the Council voted to adjourn to Executive Session for discussion of legal, personnel and real estate matters, to reconvene on Tuesday, March 5, 2013 at 2:30 p.m. and on Wednesday, March 6, 2013 at 5:00 p.m. in the Bradley Meeting Room for budget presentations by County departments and agencies; and to reconvene on Tuesday, March 12, 2013 at 12:30 p.m. Executive Session 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. Bartlett– Aye
Mr. Hollis - Aye
Mr. Pack - Aye
Ms. Price – Aye
Mr. Duncan – Aye

The meeting adjourned at 7:36 p.m.

The transcript of the February 26, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

XII. On Tuesday, February 26, 2013, an Executive Session of the Talbot County Council convened at 5:15 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Pack, seconded by Mr. Duncan, the Council met in Executive Session by voting 5 – 0 as follows:

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

In accordance with State Article § 10-508 (a)(1)(i)(3)(4)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; and to discuss a vacancy in Parks and Recreation; for a legal/real estate matter for legal advice to discuss relocation of Memorial Hospital at Easton to County owned property and the timetable for same; for a legal matter to discuss potential litigation involving Talbot County; and for a real estate matter to discuss disposal of County property. The Executive Session recessed at 6:00 p.m. and reconvened at 7:45 p.m. The Executive Session ended at 8:50 p.m.

XIII. Quarterly Meeting with Municipalities – The Council met with elected officials of the incorporated towns of Easton, St. Michaels, and Trappe at 5:30 p.m. on Monday, February 25, 2013 in Conference Room 1 of

the County Government Building at 215 Bay Street in Easton. Representatives from the Town of Oxford were unable to attend. County staff updated the Towns’ representatives on the following topics: (1) the Long Term Economic Development Strategic Plan for Talbot County; (2) Shore Health System/University of Maryland Medical System Regional Medical Center Project; (3) proposed increase in tipping fees at the Mid-Shore Regional Landfill in Caroline County (Mid-Shore II); (4) Easton Airport – Environmental Assessment and Sequestration; and (5) an increase in the administrative fee retained by the County for collection of the County Accommodations Tax. Council discussion ensued with the Towns’ representatives as each matter was brought forward. Representatives of the Towns then discussed matters of mutual concern with the Council and updated the Council on various matters in their respective towns. The meeting adjourned at 7:00 p.m.

CASH STATEMENT 2/19/2013

BALANCE 2/12/2013	\$20,051,188.41
STATE REPORT 1/2013	(293,588.72)
BANK CHGS 1/2013	(1,016.39)
INTEREST ON ACCTS 1/2013	7,204.80
UHC CLAIMS THRU 2/12/2013	(36,442.02)
RETURNED CHECKS	(200.00)
PAYROLL-FD/SS/MS WH 2/15/2013	(113,905.75)
SECU DED	(8,240.83)
DEFERRED COMP DED	(9,350.60)
MD WH	(28,343.41)
PENSION DED	(28,635.78)
ACH TRANSFER	(10,116.75)
FLEX SPENDING ACCT	(2,453.59)
DEPOSITS	354,009.24
CHECKS	(744,320.60)
BALANCE 2/19/2013	<u>\$19,135,788.01</u>

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS	--
AIP-34	44,125.15
AIP-35	36,284.23
AIP36	27,361.74
AIP37	340.19
AIP38	14,013.26

AIRPORT ACCOUNTS TOTAL BALANCE **\$122,124.57**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.12%	18,000,000.00

TOTAL INVESTED **\$18,000,000.00**

PETTY CASH BALANCE **\$8,320.00**

GRAND TOTAL ALL FUNDS **\$37,266,232.58**

CASH STATEMENT 2/26/2013

BALANCE 2/19/2013 **\$19,135,788.01**

UHC CLAIMS 2/19/2013	(5,393.89)
EMPLOYEE APPRECIATION	(253.75)
STATE BOARD OF ELECTIONS PPE 1/22&2/5/2013	(9,718.61)
LAND PURCHASE SETTLEMENTS	(328,234.87)
PRIOR CHECK TOTAL ERRORS	(105.00)

DEPOSITS	473,048.18
CHECKS	(567,562.08)
VOID CHECK NO. 280222	34.80

BALANCE 2/26/2013 **\$18,697,602.79**

AIRPORT ACCOUNTS

AIP-RUNWAY 4-22 EXTENSION ANALYSIS --

AIP-34 44,125.15

AIP-35	BALANCE 2/19/2013	36,284.23	
	TRANS FR GEN FUND	1,150.00	
	CHECKS	(1,150.00)	36,284.23

AIP36	BALANCE	27,361.74	
	TRANS FR GEN FUND	18,114.41	
	CHECKS	(36,955.25)	8,520.90

AIP37 340.19

AIP38 14,013.26

AIRPORT ACCOUNTS TOTAL BALANCE **\$103,283.73**

INVESTMENTS – CERTIFICATES OF DEPOSIT

<u>CERTIFICATE DATE</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
PNC-MLGIP INVESTMENTS TOTAL		0.12%	18,000,000.00

TOTAL INVESTED **\$18,000,000.00**

PETTY CASH BALANCE **\$8,320.00**

GRAND TOTAL ALL FUNDS **\$36,809,206.52**