



Talbot County, Maryland



Easton, Maryland

MINUTES

October 22, 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, County Attorney Michael Pullen, Staff Attorney Tony Kupersmith.

- I. Agenda – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Agenda of Tuesday, October 22, 2013.
- II. Minutes – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Minutes of October 8, 2013.
- III. Disbursements – Mr. Bartlett requested and received Council’s unanimous consent for approval of the Disbursements of October 15, 2013 and October 22, 2013.
- IV. Introduction of Legislation:

A BILL TO REQUIRE NOTICE TO THE COUNTY OF ALL CLAIMS ASSERTED IN ANY PROCEEDING BY ANY PERSON THAT ANY ACT OR FAILURE TO ACT, OR THE APPLICATION OF ANY ORDINANCE, RULE, REGULATION, OR DECISION OF THE COUNTY, VIOLATES, OR WOULD VIOLATE, THE FEDERAL OR STATE CONSTITUTION, OR ANY STATUTE, RULE, OR REGULATION; TO REQUIRE THAT THE COUNTY, IN ITS EXECUTIVE CAPACITY, BE JOINED AS A NECESSARY PARTY IN ANY SUCH PROCEEDING ASSERTING ANY SUCH CLAIM, TO REQUIRE EXHAUSTION OF ADMINISTRATIVE REMEDIES, TO PROVIDE FOR RULES OF CONSTRUCTION, AND GENERALLY RELATING TO NOTICES OF SUCH CLAIMS IN SUCH PROCEEDINGS was read into the record by the Clerk and brought forward for introduction. County Attorney Mike Pullen stated that the purpose of the legislation is to require that notification be made to the County in those instances in which a claim is made before a County body that the application of a rule, County ordinance or decision by the County body would violate the U.S. Constitution. He stated that once notified, the County would have an opportunity to evaluate the claims and be represented at any proceedings to ensure that the County’s position is factored into any decisions the County body may make. Mr. Pullen cited the example of a landowner who asserts a claim that the withholding of a permit or approval is a taking of their property value and is a violation of the 5th Amendment to the Constitution which stipulates that the property owner is due just compensation. Council discussion with Mr. Pullen ensued. The legislation was then introduced by Mr. Bartlett, Mr. Duncan, Mr. Hollis, Mr. Pack and Ms. Price as Bill No. 1255. A public hearing was scheduled for Tuesday, November 26, 2013 at 6:30 p.m. in the Bradley Meeting Room, South Wing, Talbot County Courthouse, 11 North Washington Street, Easton, Maryland 21601.

- V. Update by Talbot County Economic Development Commission – Paige Bethke, Director, Talbot County Office of Economic Development; Walter Chase, Sr., Chairman, Talbot County Economic Development Commission – Ms. Bethke briefed the Council on the initiatives of the Economic Development Commission, including the continuation of its work on the first three recommendations of the 2013 Economic Development Strategic Plan completed by the Sage Policy Group. The three recommendations are as follows: (1) to focus on business-friendly initiatives, including improving customer business friendly services, creating an environment more conducive to investment, and providing a transparent and consistent development process – Ms. Bethke stated that although the Economic Development Commission has not

yet formed a task force to address the initiative, the legislative committee of the Talbot County Chamber of Commerce has done so and the County Planning and Permits Department continues its efforts to provide more efficient permitting processes. She stated that the Department Planning and Permits will be holding a public meeting for the building and contracting community on Thursday, morning October 24, 2013 from 7:00 a.m. to 9:00 a.m. in the Wye Oak Room at the Talbot County Community Center; the meeting is an opportunity for anyone involved in the building industry to ask questions and express their concerns; (2) to aggressively pursue target market sectors for retention and attraction by creating new resources for economic development – Ms. Bethke stated that the Economic Development Commission has recommended the creation of a Countywide brand; a task force is being established to support a branding project and once the project is complete, the Economic Development Commission will make recommendations to the Council for their consideration; (3) to review current real property tax credit incentives for commercial and industrial businesses as currently outlined in Talbot County Bill 737 – Ms. Bethke stated that a task force is working on this matter and will be making formal recommendations to the Council; thus far, the group has compared tax incentives in Talbot County with several other Maryland counties and is recommending Council consideration to lower the threshold for project investment and to lower the required number of employees for the project in order to obtain consideration for a real property tax credit; consideration of a fast-track permitting process has also been recommended. At Mr. Hollis' request, Ms. Bethke briefed the Council on concerns brought to Council's attention during their recent tours of several local businesses as part of Economic Development Week. She stated that the business community continues to express frustration at the growing State regulations with regard to the building process. She acknowledged that Talbot County's unique geographic location in an environmentally sensitive area presents unique challenges for the business community in order to comply with State and County regulations. Council discussion with Ms. Bethke ensued and Council again reiterated the need for improvements in the various stages of the County's permitting process. Council requested that Mr. Craig meet with Ms. Bethke and members of the Economic Development Commission, County staff, and representatives of the Chamber of Commerce and building community to gather input on their concerns prior to making a proposal to the Council. Ms. Bethke then provided information on further initiatives of her office for the past quarter, including working with the Town of St. Michaels to infill recent vacancies, and working with Chesapeake College Adult Basic Education Office on their plans to offer a free adult education class in Tilghman; those interested in attending are encouraged to attend the initial meeting at the Tilghman Island Volunteer Fire Department on Tuesday, November 12, 2013 at 6:00 p.m. Ms. Bethke concluded her comments by stating that she will be meeting with representatives of businesses in the Town of Trappe on Monday, October 28, 2013 and that the Office of Economic, in conjunction with Waterfowl Chesapeake, Inc. will be hosting a networking breakfast on Friday, November 8, 2013 at 9:00 a.m. The next Economic Development Commission meeting is scheduled for 8:00 a.m. on Wednesday, November 7, 2013 at the Oxford Community Center.

VI. County Manager's Report:

- A. Upper Shore Workforce Investment Board – Requested Council approval for the appointment of Randy Holliday to a three-year term on the Upper Shore Workforce Investment Board as a representative of the private sector; said term will expire June 30, 2016. Upon motion by Mr. Pack, seconded by Mr. Hollis, the Council approved the appointment by voting 5 – 0 as follows:

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

- B. Request from Talbot County Department of Emergency Services – Requested Council approval to implement Phase I of Talbot County’s portion of the upgrade and replacement of the Tri-County Public Safety Radio System in the sum of \$1,959,900; said funding was approved in the FY 2014 budget and in Bill No. 1238 of the FY 2014 Capital Enabling Legislation. Clay Stamp, Director of Emergency Services, gave an outline of each of the components of the proposed expenditures for each three phases of equipment upgrade and replacement. He stated that Phase I includes replacement of all radio equipment used by the volunteer fire departments and the Department of Emergency Services, provides for project management support, and a one-year leasing of hangar space at Easton Airport, with said spacing to be used as a staging area for receipt and assembly of new equipment and the inventory of old equipment to be returned to Motorola. Phase II, anticipated to be requested next year, would fund replacement of all radio equipment for law enforcement; funding for Phase III, anticipated to be requested in 2015, would fund replacement of general government radio equipment. He stated that a decision would also be made in Phase III whether to partner with the State of Maryland to share their radio network or to upgrade the existing public safety radio system infrastructure shared by Talbot, Queen Anne’s and Caroline counties. Council discussion with Mr. Stamp ensued. Upon motion by Mr. Hollis, seconded by Mr. Duncan, the Council approved proceeding with Phase I of the upgrade and replacement of Talbot County’s portion of the Tri-County Public Safety Radio System, as included in the FY 2014 budget by voting 5– 0 as follows:

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

- C. Bid No. 13-22, KINGSTON LANDING LIVING SHORELINE, EAST OF THE TOWN OF EASTON, TALBOT COUNTY, MARYLAND – Requested Council approval of the Department of Public Works’ recommendation to award Bid No. 13-22 to the low bidder, Bridges Site & Utilities, Inc. in the sum of \$65,298.00; funding remaining from a Chesapeake Bay Trust Grant and a Maryland Department of Natural Resources Waterway Improvement Grant in the sums of \$59,000 and \$6,298, respectively, will be utilized for the project; no County funding is required. Council discussion ensued. At Council’s request, Jesse Fearins of the Department of Public Works will contact the adjacent landowner to apprise them of the upcoming project. Upon motion by Mr. Hollis, seconded by Ms. Price, the Council approved the award by voting 5 - 0 as follows:

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

- D. Request for Change Order for Bid No. 13-13, ST. MICHAELS MIDDLE/HIGH SCHOOL–REPLACEMENT OF “RE-COVER” ROOF COVERING SYSTEM, ROOF AREAS 1, 2, 9, 13 &14 – Requested Council approval of a Change Order in the sum of \$15,086.33. Mr. Craig stated that once the roofing reconstruction project had begun, it became evident that additional costs would need to be incurred when it was realized that a portion of the roof not originally scheduled for replacement would need to be replaced. He stated that Council had previously verbally authorized additional expenditures in an amount not to exceed \$25,000 for the additional

work. Upon motion by Ms. Price, seconded by Mr. Hollis, the Council approved the Change Order by voting 5 – 0 as follows:

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

Mr. Craig advised that the total project came in \$117,000 lower than authorized; the unspent funding is anticipated to be used in a future capital project to replace the remaining portion of the roof.

- E. Phase II - Talbot County Health Department Phase II Basement Remediation Project – Requested Council approval to proceed with Phase II of the basement remediation project at the Talbot County Health Department building on Hanson St. in an amount not to exceed \$135,000. Mr. Craig stated that funding for the project will come from unexpended funds from the Health Department budget which had been returned to the County. He stated that the project will consist of the removal of asbestos from the floors and ceiling, removal of all carpet, sealing of the concrete floor against moisture intrusion, installation of non-wax vinyl flooring, new windows, and ceiling tiles in the basement of the Talbot County Health Department building. Kathy Foster, Health Officer, advised that staff currently housed in the basement, including Addictions Counseling, will move their operations to the upper floor of the Health Department building; Administrative Offices will be temporarily relocated to the County Office Building at 215 Bay Street. Council discussion ensued; Mr. Bartlett requested that staff look into incorporating the installation of an interior drain tile system in the basement floor into the remediation project. Council discussion ensued regarding long term housing needs for the Health Department. Upon motion by Mr. Pack, seconded by Ms. Price, the Council approved Phase II of the basement remediation project in a sum not to exceed \$135,000 by voting 5 – 0 as follows:

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

- F. County Road Resurfacing Project – Mr. Craig stated that the County road resurfacing project of 42 miles of County roads for FY 2014 is now complete and that the project had gone well.
- G. Citizen Tire Drop-off Day – Mr. Craig stated that the Citizen Tire Drop-off Day held on Saturday, October 12, 2013 resulted in the receipt of 1,492 tires, or 88,000 pounds of tires, at Mid-Shore Regional I Landfill on Barkers Landing Road near Easton.
- H. Free Household Hazardous Waste Disposal Drop-off and Electronics Recycling Day – Mr. Craig stated that Mid-Shore II Regional Landfill located at 12236 River Road in Ridgely will be hosting a free household hazardous waste disposal drop-off and electronics recycling day on Saturday, November 2, 2013 from 8:00 a.m. to 2:00 p.m. Additional information may be obtained by contacting the Talbot County Department of Public Works at 410-770-8170.
- I. Department of Planning and Permits Public Meeting – Mr. Craig stated that the staff of the Department of Planning and Permits will be holding a public meeting on Thursday, October

24, 2013 from 7:00 a.m. to 9:00 a.m. in the Wye Oak Room at the Talbot County Community Center. The meeting is an opportunity for contractors, architects, builders, and anyone involved in the building industry to ask general questions of Planning and Permits Department staff and to suggest topics for discussion at future meetings. Staff will also be available following the meeting to address questions about specific projects.

- J. Request from County Resident, William R. Collins of Royal Oak – Mr. Craig stated County resident William R. Collins had requested to come before the Council on several matters and that he was in the audience. Council invited Mr. Collins to come forward to express his concerns. Mr. Collins discussed the following matters with the Council: the recent tarring and chipping of Bellevue Road, road safety concerns related to a County citizen's use of, in his opinion, an illegal motor vehicle on Ferry Neck Road and Anderby Hall Road, and the County leash law. Council discussion ensued with Mr. Collins and he was directed to follow-up with various agencies for assistance.

VII. Council Comments:

Mr. Duncan - No comments.

Ms. Price - Ms. Price stated public comment is being taken at St. Michaels Middle High School this evening with regard to the search for a new superintendent for Talbot County Public Schools. She stated that anyone interested in commenting on the matter can attend the next public meeting on Thursday, October 24, 2013 at 6:30 p.m. at Easton High School. Ms. Price expressed appreciation to the staff of the Talbot County Department of Emergency Services for recently hosting Boy Scout Troop 190 on a tour of the 9-1-1 Center, an ambulance and the ambubus. She stated that a former Eagle Scout who now works at the 9-1-1 Center explained the operating process of the 9-1-1 Center to the scouts.

Mr. Hollis - No comments.

Mr. Pack - Mr. Pack recognized Councilman Rick Price of Dorchester County, who was in attendance.

Mr. Bartlett - Mr. Bartlett stated that, in his opinion, the past weekend was a perfect example of all the things that go on in Talbot County, including the Arts and Crafts Show at which he had volunteered, the biking fundraiser for the Interfaith Shelter which had raised \$30,000, and the Bark in the Park event hosted by Talbot Humane. He stated that there is always something going on in Talbot County which, in his opinion, makes it a great place to live and to raise a family.

- VIII. Upon motion by Mr. Pack, seconded by Mr. Hollis, 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, November 12, 2013 at 12:30 p.m. for discussion of legal, personnel, and real estate matters, and at 1:30 p.m. for the regularly scheduled legislative session 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 8:20 p.m.

The transcript of the October 22, 2013 County Council meeting is available for review in the Office of the County Manager during regular office hours.

- IX. On Tuesday, October 22, 2013, an Executive Session of the Talbot County Council convened at 6:00 p.m. in the County Council Conference Room and the Bradley Meeting Room. Upon motion by Mr. Hollis, 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)(7)(8) the purpose of the Executive Session was for personnel matters to discuss appointments to various County boards and committees; for a legal/real estate matter to discuss a proposal to dispose of County property and acquire property for a County purpose; and for legal advice concerning an Airport project. The Executive Session recessed at 7:00 p.m., reconvened at 8:30 p.m. and ended at 9:50 p.m.

- X. Annual Consolidated Transportation Plan Meeting with Maryland Department of Transportation and State Highway Administration Officials – Jim Smith, Secretary, Maryland Department of Transportation; Melinda Peters, Administrator, State Highway Administration; Sean Adgerson, Deputy Administrator, Operations, Motor Vehicle Administration; Robert Smith, Administrator and CEO, Maryland Transit Administration; Greg Holsey, District Engineer, District 2, State Highway Administration; Ashish Solanki, Director, Office of Regional Aviation Assistance, Maryland Aviation Administration; Dave Blazer, Acting Deputy Director for Harbor Development, Maryland Port Administration; Elizabeth Kreider, Director, Local Transit Support, Maryland Transit Administration – Department of Transportation officials met with members of the Talbot County Council and the public at 4:00 p.m. on Tuesday, October 22, 2013 in the Meeting Room of the Talbot County Free Library. Secretary Smith commended Governor O'Malley, Lt. Governor Brown and the Maryland General Assembly for their support in passage of the Transportation Infrastructure Investment Act of 2013; the purpose of the Investment Act is to incrementally increase Maryland's gasoline tax rate to fund the Transportation Trust Fund. He stated that although federal funding plays an important role in the funding of State transportation projects, the revenue has not kept pace with the State's transportation needs. He stated that the major responsibility of his department is getting the traveling public safely to their destination in an expedient manner and that over the next six years, approximately \$15.4 billion in Transportation Trust Fund revenues will be used to fund various transportation projects throughout the state; those projects are anticipated to create 57,000 jobs. He stated that the Governor had recently appointed members to the Local & Regional Transportation Funding Task Force to make recommendations on the feasibility of certain transportation funding options, including local jurisdiction funding of local road improvements. Secretary Smith stated that the Governor has mandated that greenhouse gas emissions in Maryland be reduced 25% by 2020 and cited the Department of Transportation's efforts to meet the mandate, including the use of hybrid and natural gas vehicles. He then provided a status report on several projects affecting Talbot County, including the expenditure of \$50 million for the Dover Bridge Replacement Project; \$827,000 for the Easton Rail Spur Line Project, and \$600,000 in Maryland Transportation Alternatives Program Funding for the Dutchmans Lane Improvement Project. Secretary Smith advised that BWI Airport is in the process a concourse expansion as a result of Southwest Airlines announcing its intention to increase the number of its international flights out of BWI and the Airline's plans make BWI one of its east coast hubs. He advised that the Port of Baltimore saw

652,000 cars pass through its facility in the last fiscal year, more than any other port in the country, and emphasized the continued importance of the port with the anticipated completion of the new Panama Canal in 2015. Mr. Adgeron briefed the Council on the Motor Vehicle Administration's (MVA's) focus on the safety of the motoring public through enforcement and education, with an aim of zero deaths on Maryland roadways. He stated that recent legislation making talking on a cell phone while driving a primary versus secondary offense, and legislation requiring all occupants of a vehicle to wear seatbelts, will improve the safety of both motorists and pedestrians. He stated that the MVA continues its implementation of as many services as possible outside its branch offices through phone, the Internet, kiosks, and email reminders for renewals; the Easton office provided service to 100,000 individuals in 2012 with an average wait time for service of 12 minutes. Robert Smith of the Maryland Transit Administration (MTA) stated that the MTA's Capital Program is one of the largest in the country, with Delmarva Community Transit System receiving \$700,000 for operations, \$200,000 in capital funding for two replacement buses and \$470,000 for job access and senior citizens. Representatives of the various departments represented provided a status report on several projects affecting Talbot County, including: (1) installation of guardrails from Rabbit Hill Road to Schwaninger Road is complete; (2) the scheduled resurfacing of various State roads in Talbot County for FY 2013 is complete; \$5 million in resurfacing and rehabilitation projects planned for FY 2014 and 2015 include MD 328 at U.S. Rt. 50; MD 33 from North Street to Seymour Avenue in St. Michaels; MD 33 at MD 322 (Easton Bypass); MD 662C to U.S. Rt. 50; and MD 565 (Old Trappe Road) to Maple Avenue in the Town of Trappe; (4) Mr. Solanki stated that Easton Airport received \$450,000 in grant funding from the Maryland Aviation Administration in FY 2013 for runway rehabilitation and Environmental Assessment planning and \$200,000 in funding for communication equipment; (5) Ms. Peters reiterated Secretary Smith's previous statements about additional pedestrian accommodations in Easton and sidewalks on Dutchmans Lane, as well as crosswalks in Ocean City and a bicycle education campaign. She stated that the urban street reconstruction in the Town of Oxford is on hold until further direction is received from the Town, that construction of the new Dover Bridge is scheduled to begin during the current fiscal year, and that the dualization of MD Rt. 404 is anticipated to continue in spring 2014. Mr. Duncan expressed his appreciation to Secretary Smith for responding to the County's request to remove the large electronic sign from U.S. Rt. 50 in Talbot County. Mr. Bartlett requested that the State consider returning the counties' portion of highway user revenue to local jurisdictions; Secretary Smith advised that one of the purposes of the Local & Regional Transportation Task Force includes suggestions on how local jurisdictions can fund local road improvements; the Task Force is scheduled to report back to the Governor by December 15, 2013 so that the Legislature, during its 2014 session, can consider means of raising additional funding. Council discussion ensued with the representatives as the various projects were brought forward. The meeting ended at 5:00 p.m.

- XI. Annual Meeting with Local Delegation - The Talbot County Council held their annual meeting with members of the local delegation, Senator Richard Colburn, Delegate Adelaide Eckardt, and Delegate Jeannie Haddaway-Riccio, on Tuesday, October 22, 2013 at 5:00 p.m. in the Bradley Meeting Room. The Council presented several issues of concern to the delegation, including: (1) Statute of Limitations for Environmental Penalties – Mr. Pullen briefed the delegation on proposed legislation which Talbot County has indicated they will be requesting the local delegation's support in introducing during the 2014 Legislative Session; the proposed legislation would modify the language of Courts Article § 5-106 (aa)(1) related to the statute of limitations for environmental penalties to also include Talbot County as an exception, and to change the language of § 5-106 (aa) (2) to state that penalties for violations shall be instituted *within 3 years after the local authorities knew or reasonably should have known of the violation* instead of *3 years after the commission of the offense* as is currently stated; Delegate Haddaway-Riccio advised that she would contact Anne Arundel County, the only current exception, and their delegation, about Talbot County's request; (2) Fertilizer Ban – Ms. Price requested the delegation's support to allow Talbot County the authority to ban use of fertilizer on residential properties. She stated that the County is also considering establishment of a voluntary program whereby County residents pledge to reduce or stop fertilizing their lawns; members of the delegation requested that the Council forward a copy of the

proposed legislation to them by December 1, 2013; (3) Public Safety Radio Communications – Clay Stamp, Director of the Department of Emergency Services, stated that the State is moving forward with its plans to build and operate a statewide radio communications system and that construction of the system has begun. He stated that Talbot, Caroline, and Queen Anne’s counties are interested in possibly partnering with the State in order to save each county millions of dollars in upgrading and/or replacement costs of their current public safety radio communications system. Mr. Stamp stated that at the present time, the State has not determined how the communications network will be managed. He then briefed the delegation on the presentation of a request by the Superintendent of the Maryland State Police in his capacity as Chair of the Governor’s State Interoperability Communications Committee that a Radio Control Board be established to oversee the management of the communications network; members would be comprised of representatives of the local jurisdictions in the state. He stated that by partnering with the State, local jurisdictions would no longer need to upgrade or replace their individual county’s equipment. Mr. Stamp advised that the matter will be one of MACo’s initiatives in the upcoming 2014 Legislative Session; (4) Maintenance of Effort – Council discussed the Maintenance of Effort (MOE) waiver process and concern of the jurisdictions about the MOE escalator clause. Council discussion with the local delegation ensued as each matter was brought forward. The meeting ended at 6:00 p.m.

XII. Work Session on Draft Smart Energy Policy Proposals as Outlined Under the Maryland Energy Administration Grant to Talbot County – Ray Clarke, County Engineer – The Council held a work session with staff on Tuesday, October 15, 2013 to discuss a proposed renewable energy generation policy and a draft petroleum consumption reduction plan for Talbot County. Mr. Clarke stated that both an energy generation policy and a petroleum consumption reduction plan are required to be adopted by the Council before the end of calendar year 2013 in order to receive future grant funding from the Maryland Energy Administration. He stated that in May 2013, Talbot County was awarded \$60,000 in grant funding by the Maryland Energy Administration; funding from the grant will be utilized to support various facets of the County’s Smart Energy policies, once adopted and implemented. He stated that by enrolling in the Maryland Smart Energy Community Program, Talbot County commits to reducing the amount of petroleum fuel it consumes by at least 20% by 2019, and to reducing its facilities’ conventional centralized electricity generation by generating at least 20% of the demand for electricity for its facilities from renewable energy sources by 2022. Mr. Clarke stated that based on data reported by the various County-owned buildings and facilities, 19.4% of electricity currently consumed by Talbot County is offset by electricity generated through renewable energy sources at the County’s bio-solids facility on Klondike Road in Easton. He stated that the County will continue to increase the percentage of renewable energy consumed by County facilities and that energy generated in excess of the amount required for use by County facilities will be sold “back to the grid.” Mr. Clarke then briefed the Council on specifics of the proposed petroleum consumption reduction plan, including the purchase of more fuel efficient fleet vehicles, carpooling when feasible, and the possibility of utilizing fleet vehicles powered by natural gas. Council discussion ensued with Mr. Clarke regarding the draft proposals. The Department of Public Works will provide various data as requested by the Council and will finalize the proposals for Council’s consideration.

XIII. Work Session on Proposed Revisions to Cottage Industry Zoning Regulations – Sandy Coyman, Planning Officer; Mary Kay Verdery, Assistant Planning Officer – On Tuesday, October 15, 2013, Council held a work session with staff to review proposed revisions to cottage industry zoning regulations. Ms. Verdery presented the draft proposed amendments to the Cottage Industry regulations. She stated that the proposed amendments were developed to address several broad issues related to Cottage Industry regulations in Talbot County following recent discussions between local attorneys, on behalf of their clients, and the County Attorney and/or Planning Staff, seeking to address the individual needs of property owners who are currently not in compliance with the County’s Cottage Industry regulations. Ms. Verdery and Mr. Coyman outlined the Special Exception and Variance processes and the role of the Talbot County Board of Appeals and the Talbot County Planning Commission in the processes; County Attorney Michael Pullen stated that

the current process gives two separate independent bodies authority to act on a case by case basis as well as an opportunity for comments by neighboring property owners to be heard by both groups. Council discussion ensued with Ms. Verdery and Mr. Coyman and the public was afforded an opportunity to comment. At Council’s request, the Planning Commission will review the proposed amendments and forward a recommendation to the Council.

Council discussion of forest harvest policy signage recommendations then ensued; the matter had been discussed at the Council meeting on August 27, 2013; Council had been previously provided with draft legislation for both voluntary and mandatory signage. Mr. Coyman stated that the Planning Commission is recommending that the placement of signage at the location of an impending forest harvest be voluntary; he then presented several additional options for Council’s consideration which would be applicable for either voluntary or mandatory signage regulations, should the Council choose to pursue same; he also requested Council’s direction as to how to proceed. Council will continue to review the matter.

CASH STATEMENT 10/15/2013

| | |
|-----------------------------------|-----------------------------|
| BALANCE 10/08/2013 | \$29,605,374.98 |
| UHC CLAIMS THRU 10/8/2013 | (81,595.06) |
| RETURNED CHECKS | (2,924.06) |
| STATE REPORT 9/2013 | (736,411.47) |
| POSTAGE WIRE-TOURISM | (1,000.00) |
| STALE DATED CHECKS THRU 6/30/2013 | 14,953.52 |
| PAYROLL – FD/SS/MS WH 10/11/2013 | (127,553.88) |
| SECU DED | (6,809.04) |
| DEFERRED COMP DED | (10,280.99) |
| MD WH | (31,427.63) |
| PENSION DED | (30,425.73) |
| ACH TRANSFER | (10,311.75) |
| FLEX SPENDING ACCT | (2,764.54) |
| DEPOSITS | 608,574.84 |
| CHECKS | (1,338,243.14) |
| BALANCE 10/15/2013 | <u>27,849,156.05</u> |

AIRPORT ACCOUNTS

| | |
|------------------------------------|-----------|
| AIP-RUNWAY 4-22 EXTENSION ANALYSIS | -- |
| AIP34 | 49,341.83 |
| AIP35 | 55,424.98 |
| AIP36 | 35,902.04 |
| AIP37 | 324.62 |
| AIP38 | 3,257.70 |

AIRPORT ACCOUNTS TOTAL BALANCE **144,251.17**

INVESTMENTS – CERTIFICATES OF DEPOSIT

| <u>CERTIFICATE DATE</u> | <u>MATURITY DATE</u> | <u>RATE</u> | <u>AMOUNT</u> |
|-----------------------------|----------------------|-------------|---------------|
| PNC-MLGIP INVESTMENTS TOTAL | | 0.07% | 18,000,000.00 |

| | |
|------------------------------|-------------------------------|
| TOTAL INVESTED | <u>\$18,000,000.00</u> |
| PETTY CASH BALANCE | <u>\$8,570.00</u> |
| GRAND TOTAL ALL FUNDS | <u>\$46,001,977.22</u> |

CASH STATEMENT 10/22/2013
BALANCE 10/15/2013

| | |
|----------------------------|-----------------------------|
| | \$27,849,156.05 |
| UHC CLAIMS THRU 10/15/2013 | (23,912.24) |
| DEPOSITS | 489,311.53 |
| CHECKS | (1,222,976.60) |
| BALANCE 10/22/2013 | <u>27,091,578.74</u> |

AIRPORT ACCOUNTS

| | |
|------------------------------------|-----------|
| AIP-RUNWAY 4-22 EXTENSION ANALYSIS | -- |
| AIP34 | 49,341.83 |
| AIP35 | 55,424.98 |
| AIP36 | 35,902.04 |
| AIP37 | 324.62 |
| AIP38 | 3,257.70 |

AIRPORT ACCOUNTS TOTAL BALANCE **144,251.17**

INVESTMENTS – CERTIFICATES OF DEPOSIT

| <u>CERTIFICATE DATE</u> | <u>MATURITY DATE</u> | <u>RATE</u> | <u>AMOUNT</u> |
|-----------------------------|----------------------|-------------|---------------|
| PNC-MLGIP INVESTMENTS TOTAL | | 0.07% | 18,000,000.00 |

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

PETTY CASH BALANCE **\$8,570.00**

GRAND TOTAL ALL FUNDS **\$45,244,399.91**