

BOARD OF COUNTY COMMISSIONERS
FOR SOMERSET COUNTY
SPECIAL SESSION
TUESDAY JUNE 25, 2013

At 2:00 p.m., the Board of County Commissioners for Somerset County met in Special Session. Present for the meeting today were Commissioner President Rex Simpkins, Commissioner Vice President Charles F. Fisher, Commissioner Jerry S. Boston, Commissioner Randy Laird and Commissioner Craig N. Mathies Sr.

County Administrator-Clerk Ralph D. Taylor, and Executive Secretary Lory E. Ebron were also present.

Mr. Taylor advised the Board that Mr. Ken Ballard, Mr. Bob Pinchak of the Somerset County Liquor Control Board, Mr. Scott Tawes and Mr. John Stern from PKS & Company, P.A. were now present before the Board to present the fiscal year end audit results for the Somerset County Liquor Control Board.

Mr. Tawes began by advising the Board that the Audit was complete as of April 30, 2013, stating that there were a number of changes that had been made since last fiscal year which have resulted in substantial savings. Mr. Tawes noted that the General Manager, Mr. Bunky Price is no longer employed, and the truck used by the Liquor Control Board has been returned to the county. Additionally, the managers are now responsible for their own stores. Mr. Tawes explained that the firm was unable to perform audit procedure of the expenditures at the Crisfield dispensary for several months during the fiscal year because records for the store were lost in the damage incurred during Hurricane Sandy. Because of this, the audit firm was required to disclose the statement in their report.

Mr. Tawes continued, stating that the net income for the Somerset County Liquor Control Board was \$115,122 for FY13, adding that this was a 74% increase from the prior year. The increase was due to changes reflected in operational income. Significant events occurring this past year that affected the increase in operations were reviewed and it was noted that sales revenue declined. Mr. Tawes explained that a new scanning system will be installed this year which will provide better inventory control. In closing, Mr. Tawes stated that overall it was a very good report.

Mr. John Sterns, of PKS & Company was now present before the Board. Mr. Stern said that the Statement of Net Position was better, with the Liquor Control Board doing an excellent

job cutting expenses, and having better control of inventory. It was again noted that net sales were down. The Schedule of Distribution of Income by store was as follows:

<u>Income:</u>	<u>Crisfield</u>	<u>Princess Anne</u>	<u>Pocomoke</u>	<u>Total</u>
Somerset County	\$15,619	\$44,991	\$34,309	\$94,919
City of Crisfield	2,603	7,499		10,102
Town of Princess Anne	2,603	7,498		10,101
Total Income				
Distributions by store	<u>\$20,825</u>	<u>\$59,998</u>	<u>\$34,309</u>	<u>\$115,122</u>

Lastly, Mr. Stern referred the Board to the total distributions graph which showed the total distributions paid for the past seven years.

Commissioner Boston questioned the cost of the scanning system that will be installed in the stores. Mr. Tawes replied that the cost is anticipated to be approximately \$10,000 to \$12,000, which is very reasonable. Additionally the system will provide a credit card processing fee discount which will also result in substantial savings compared to what is paid now. Mr. Tawes anticipates the cost of the scanning system will pay for itself within 5 years.

Mr. Tawes then handed the Board three checks from the Pocomoke, Crisfield and Princess Anne Dispensaries totaling \$115,122. The gentlemen attending the meeting on behalf of the Liquor Control Board were excused from the meeting at this time.

Mr. Paul Jefferson, Supervisor of Transportation, Somerset County Board of Education was now present before the Board to present the Somerset County Public Schools Educational Facilities Master Plan (the Plan). Mr. Jefferson began by thanking the Board for having him here today, and distributed additional documentation to add to the Plan that had previously been provided to the Board for their review. Mr. Jefferson explained that his department has begun to save the plan electronically, so that it can be updated more easily and also be more understandable. Mr. Jefferson continued, saying that the Plan is a working document, and works "hand-in-hand" with the FY14 Capital Improvement Plan. The Plan provides a summary of number of students, class sizes as well as newly instituted activities. It also provides overview of the condition of each school. Mr. Jefferson noted that Form's 101, 101.1 and 111.3 must be included in the Plan. Additionally, Mr. Jefferson explained the various security upgrades that have been planned that include camera systems, entry point door access, and security door locks. Mr. Jefferson noted that most of the Elementary Schools have locking interior doors for added security. Mr. Jefferson closed in saying he was requesting the Boards signature on the Statement of Support with regard to the Educational Facilities Master Plan.

Commissioner Fisher noted seeing mentions of the security upgrades in FY15, questioning that he thought the upgrades would be completed before then.

Mr. Jefferson explained that the upgrades will be performed between now and 2015, with most of it being completed prior to 2015.

Commissioner Laird expressed his concern about the door locks at Woodson Elementary, a complaint received a year ago, which he had shared with the principal. Commissioner Laird explained that an exterior door facing Somers Cove Apartments was being left propped open while the children were out playing, allowing unauthorized persons into the school.

Mr. Jefferson noted that there are two entry points which have a buzz in/ locked system, and the matter may have been what he referred to as "user error". Mr. Jefferson stated he will follow up with staff with regard to Commissioner Laird's concern.

On a motion made by Commissioner Fisher, seconded by Commissioner Boston, it carried 4-0 to authorize President Simpkins to sign the Statement of Support with regard to the Somerset County Public Schools Educational Facilities Master Plan.

Next, Mr. Jefferson presented the Board with a handout that outlined the athletic field needs for Crisfield (CHS) and Washington High Schools (WHS). Mr. Jefferson explained that an Athletic Fields Committee has been formed, and county funding help is needed to complete improvements and additions that are needed at the two high schools. Mr. Jefferson explained that funding was leftover from the WHS renovation project which is available to them. In order to utilize the funding, \$366,000 would fall under un-contracted state funds, but would require a \$32,000 local match. This funding would be used at the WHS athletic fields, and would include the scope of work and design of the fields.

In a second matter, Mr. Jefferson requested the Board allow the current FY13 balance in the amount of \$175,082.26 be moved to the FY14 budget so that it could be used to complete the renovations outlined for Crisfield High School. It was noted that the Athletic Fields Committee was also writing a grant to obtain additional funding to assist with the improvements at CHS and an 8% local match may be needed to obtain this funding. Mr. Jefferson added that he is trying to make a short turnaround with regard to WHS, and was hoping to have the scope of work completed by next week. Mr. Jefferson then apologized to the Board for the way this last fiscal year had gone.

A discussion was then held with regard to the CHS improvements which including lighting and renovations to the soccer and field hockey fields, bleachers and exterior bathrooms. Mr. Jefferson stated that he has already had MUSCO Lighting out to CHS to provide a proposal.

President Simpkins questioned the request to move funds if the FY14 budget had already been adopted.

Mr. Taylor noted that the Budget could be amended, however this should have been a matter that was discussed in March during budget deliberations. Additionally, the request will need to be reviewed by Mr. Adkins, who is out of the office this week. Mr. Jefferson was advised that he would be given an answer by July 2, 2013.


Mr. Jefferson was excused from the meeting at this time.

Mr. Taylor noted there was one item listed for discussion which was the use of inmates by the American Legion for clean-up after the Freedom Fest event, occurring on July 6, 2013.

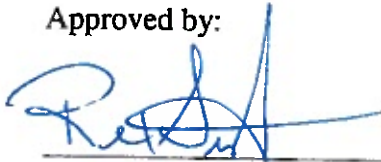
On a motion made by Commissioner Laird, seconded by Commissioner Boston, it carried 3-0 to authorize use of inmate labor for clean-up after the Freedom Fest event.

With no further business, the meeting was adjourned at 2:50 p.m. A motion was made by Commissioner Boston, and seconded by Commissioner Mathies to go into Closed Session by Authority of State Government Article of the Annotated Code of Maryland Section 10-508 (a) (1) (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction. The motion carried 3-0.

Respectfully Submitted:


Lory E. Ebron
Executive Secretary

Approved by:


Board of County Commissioners
For Somerset County