

BOARD OF COUNTY COMMISSIONERS
FOR SOMERSET COUNTY
TUESDAY, APRIL 22, 2014

At 2:00 P.M., The Board of County Commissioners for Somerset County met in regular session with Commissioner President Rex Simpkins, Commissioner Vice-President Charles F. Fisher, Commissioner Craig N. Mathies, Sr., Commissioner Jerry S. Boston and Commissioner Randy Laird.

Also present was Ralph D. Taylor, County Administrator-Clerk; and Cynthia R. Ward, Executive Aide.

President Simpkins called the meeting to order and asked Commissioner Mathies to lead those attending the meeting in the Lord's Prayer and the Pledge of Allegiance.

Upon motion made by Commissioner Boston, seconded by Commissioner Fisher, it carried 4-0 to approve the Minutes from the Open and Closed Sessions held Tuesday, April 8, 2014, pending the correction of a motion made during that meeting to adopt a Proclamation in recognition of Jane Riggins and Donnie Price for being selected *by the Del-Mar-Va Council Boy Scouts of America* to receive the Somerset County Outstanding Citizen Award.

At this time, President Simpkins declared a public hearing open to provide citizens with a status report of activities undertaken by the County through its implementation of the Hurricane Sandy Disaster Recovery Grant. The County Commissioners entered into a grant agreement with the Maryland Department of Housing & Community Development (DHCD) to use Community Development Block Grant (CDBG) funds for Hurricane Sandy recovery efforts in July 2013. The total amount of funds awarded was \$8.6 million, with an initial partial allocation of \$4.2 million to be spent by July 31, 2015. These efforts include a Housing Recovery Program to rehabilitate houses damaged by the Hurricane and to construct new homes to replace those damaged extensively by the storm; and the Economic Recovery Program to assist small businesses with unmet needs related to the Hurricane. In accordance with the grant agreement, the County is required to hold public hearings twice annually to provide an update of progress being made on the recovery efforts.

After reading the public hearing notice into the record, the County Administrator called upon Mr. Gary Pusey, Director of Technical and Community Services, to provide a status report on the (CDBG) Hurricane Sandy Disaster Recovery Grant. Mr. Pusey began by reporting that

contractual employees were hired by the County in July of 2013 and training was provided by the State's Department of Housing & Community Development to assist with publicizing the funding availability, which included a mass mailing to all property owners; receive inquiries; and to meet with applicants to determine eligibility. A summary of the housing activity to date is as follows:

- 1 rehabilitation job completed - \$25,140
- 3 new home rebuilds approved (2 are under construction) - \$465,603
- 3 new home rebuilds awarded (not yet under construction) - \$427,759
- 5 new home rebuilds and 1 rehab ready to be bid - \$900,000 (est.)
- 3 new home rebuilds approved waiting for applicant authorization to be bid - \$750,000 (est.)
- 7 new home rebuilds being reviewed for approval - \$1,050,000 (est.)
- 3 homes have been purchased in the County, at a total cost of \$380,000, to utilize as temporary housing for displaced homeowners that are receiving home repairs or replacement.

Economic Development:

- 15 Watermen's grants approved - \$37,500
- 6 Watermen's grants pending - \$15,000
- 1 Façade Improvement grant pending - \$5,000
- 2 Business Loans Pending - \$120,000

Mr. Pusey acknowledged staff members that were also present for the meeting: Mark Konapelsky, Brooks Crosswell, Annette Cottman, Dee Savarese, and Jim Castle (State of Maryland). Also acknowledged for their assistance and guidance with this project, was Cindy Stone and Anne Stringer from the Maryland Department of Housing and Community Development.

At this time, President Simpkins asked for any comments from the audience on the information provided today.

Mr. David Marquis, of Crisfield, inquired about the recent request to increase the funding allocation to the Crisfield Housing Authority. Mr. Pusey advised that the County Commissioners approved the request and are awaiting the State's approval.

With no further comments, President Simpkins closed the public hearing at 2:17 p.m.

President Simpkins opened sealed bids for the following projects: (RFP) Smith Island Visitors Center HVAC Duct Replacement; Lawson Barnes Road Drainage Project; Crisfield Airport Mowing; and Scrap Metal Removal from the County Landfill. Bid information is as follows:

(RFP) Smith Island Visitors Center HVAC Duct Replacement:

<u>Bidder</u>	<u>Bid Amount</u>
1. Wilfre Company	\$17,540.00
2. Eastern Shore Refrigeration	Option 1 - \$22,275.00 Option 2 - \$18,960.00

No action was taken to award the HVAC Duct Replacement contract during today's meeting.

Lawson Barnes Road Drainage Project:

<u>Bidder</u>	<u>Bid Amount</u>
1. Paul (Rick) Jones	\$2,600.00
2. Beauchamp Construction	\$3,520.00

Upon motion made by Commissioner Boston, seconded by Commissioner Laird, it carried 4-0 to award the drainage contract to the low bidder, Paul (Rick) Jones for his bid of \$2,600.00.

Crisfield Airport Mowing:

<u>Bidder</u>	<u>Bid Amount</u>
1. Terry Nelson	\$3,400.00
2. Billy Gene Swift	\$6,500.00
3. John Asanovich	\$3,200.00

No action was taken to award the mowing contract during today's meeting.

Scrap Metal Bid:

<u>Bidder</u>	<u>Bid Amount</u>
1. Fitzgerald's Salvage	\$201.00 per ton
2. Westover Scrap Metal	\$240.00 per ton
3. Shultz & Sons Salvage	\$210.00 per ton

Upon motion made by Commissioner Laird, seconded by Commissioner Mathies, it carried 4-0 to award the contract to Westover Scrap Metal for \$240.00 per ton.

Mr. Charles Cavanaugh, Director of Maintenance and Solid Waste, was present before the Board to provide architectural plans and a projected estimate for the cost of the renovation to the Treasurer's Office, upon its transition to the County Office Complex, as submitted by Design Atlantic. According to the Architect, the project is estimated at \$200,000. A brief description of the floor plan was provided. At the conclusion of the review, Mr. Cavanaugh asked for the Board's permission to proceed with the bid process.

A motion was made by Commissioner Mathies, seconded by Commissioner Fisher, to authorize Mr. Cavanaugh to move forward with the bidding process for the Treasurer's Office renovations. The motion carried 4-0.

At this time, the County Administrator reviewed correspondence and discussion items with the Board.

An invitation was submitted to the County Commissioners from Catholic Charities, Seton Center, to celebrate their 30th Anniversary. In addition to the invitation, a Proclamation was requested in observance of the Anniversary celebration.

A motion was made by Commissioner Mathies, seconded by Commissioner Fisher, to adopt a Proclamation as requested. The motion carried unanimously.

The Board reviewed a letter from Mr. Tom Johnson, President, Eastern Shore Forest Products, Inc., regarding his request for a personal property tax exemption for Fiscal Year 2013. The Board will discuss the request and take action at a later date.

The Board was reminded that May 1, 2014 is designated as the National Day of Prayer. For the last several years, a ceremony has been held in front of the County Office Complex in recognition of the National Day of Prayer. Pastor Tim Shawyer, of the Walker Memorial Church of God, has inquired if the County will once again allow the ceremony to be held in the same location.

Upon motion made by Commissioner Mathies, seconded by Commissioner Fisher, it carried unanimously to observe the National Day of Prayer with a ceremony in front of the County Office Complex and adopt a Proclamation in recognition of the event.

The Board was presented with two agreements for their review and consideration:

- a) A Lease Agreement between Delmarva Power & Light Company and the Somerset County Commissioners for a portion of land located behind the Somerset County Sheriff's Office on Sam Barnes Road. The Lease shall commence on May 1, 2014

and terminate on August 31, 2014, and may be extended on a month to month basis. The rental amount shall be the sum of \$500 per month. Upon motion made by Commissioner Fisher, seconded by Commissioner Boston, it carried unanimously to authorize President Simpkins to sign the Lease.

- b) A Subrecipient Agreement with Catholic Charities Seton Center for funds received from the Emergency Solutions Grant through the Maryland Department of Housing and Community Development. The purpose of the grant, totaling \$20,835, is to help prevent homelessness by maintaining essential utility services and assisting with rental payments. Upon motion made by Commissioner Laird, seconded by Commissioner Fisher, it carried 4-0 to authorize President Simpkins to sign the Subrecipient Agreement with Catholic Charities Seton Center.

The Board received a request from the family of Irving Ballard for assistance with funeral expenses. Upon motion made by Commissioner Fisher, seconded by Commissioner Boston, it carried unanimously to approve \$250 from the Pauper Burial Account to assist with the funeral expenses for Mr. Ballard.

Two projects were suggested for Inmate Labor from Eastern Correctional Institution Annex (Supervised Work Group): clean-up (trash pick up) of Mt. Vernon Road; and assistance with the preparation of the Strawberry Festival. Upon motion made by Commissioner Boston, seconded by Commissioner Laird, it carried unanimously to approve both requests for inmate labor.

Mr. Taylor reported on the expiration of the contract term between Somerset County Commissioners, The City of Crisfield and URS. Due to the current status of the Environmental Assessment Project at the Crisfield Airport, Mr. Taylor recommended the contract be extended for an additional year. A motion was made by Commissioner Boston, seconded by Commissioner Laird, to approve the one-year contract extension with URS. The motion carried 4-0.


In accordance with Federal Aviation Administration, the Board of County Commissioners for Somerset County and The City of Crisfield will be proceeding to seek proposals for aviation consulting services in the near future.

The County Commissioners were advised of the opportunity to apply for entitlement funding through the FAA - Airport Capital Improvement Plan, to purchase snow removal equipment for the Crisfield Airport. A motion was made by Commissioner Boston, seconded by Commissioner Laird, to utilize the FY14 entitlement funding to purchase the snow removal equipment. The motion carried 4-0.

With no further business, a motion was made by Commissioner Boston, seconded by Commissioner Laird, 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 4-0. Also present for the Closed Session were Commissioner President Rex Simpkins, Commissioner Vice-President Charles F. Fisher, Commissioner Craig N. Mathies Sr., County Administrator, Ralph D. Taylor; Executive Aide, Cynthia R. Ward; Human Resources Director, Erica Quillen; and Detention Center Warden, Louis Hickman.

Upon motion made by Commissioner Mathies, seconded by Commissioner Fisher, it carried 4-0 to adjourn the Open and Closed Sessions at 3:00 p.m.

Respectfully Submitted:


Cynthia R. Ward
Executive Aide

Approved By:


Board of County Commissioners
For Somerset County