

BOARD OF COUNTY COMMISSIONERS

FOR SOMERSET COUNTY

FEBRUARY 24, 2015

At 2:00 p.m. the Board of County Commissioners for Somerset County met in regular session with Commissioner Vice-President Charles F. Fisher, Commissioner Craig N. Mathies, Sr., Commissioner Jerry S. Boston and Commissioner Rex Simpkins. President Randy Laird was absent from today's meeting.

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

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

Upon a motion made by Commissioner Boston, seconded by Commissioner Mathies, it carried unanimously to approve the minutes of the Board of County Commissioners meeting held Tuesday, February 10, 2015 as presented.

Mr. Gary Pusey, Director of Community and Technical Services was now present before the Board to provide the update on CDBG Disaster Recovery Projects. Mr. Pusey distributed the progress report summary (attached) and summarized the progress on the following projects:

Great Point Restoration, Rhodes Point Jetty Construction, Crisfield Tidal Dike, Rhodes Point County Dock Replacement, Crisfield -Maryland Avenue Well Generator, Crisfield - Street Resurfacing, Crisfield- Cove Street Lift Station, Princess Anne – Blight Removal, Princess Anne- Drainage Project, Homeless Shelter, High School Shelter Generator, County Offices/Operations Center Generator, County Drainage Ditch Reclamation, Head Start/Youth Center, Housing Authority Relocation Planning.

Mr. Pusey also advised that the new position for Disaster Recovery Project Manager has been advertised with a deadline date of March 6, 2015. This contractual position will assist the department to move the projects at a more rapid pace.

Mr. Taylor thanked Mr. Pusey, and his department for all they have done, and continue to do regarding Hurricane Sandy projects. Mr. Pusey was excused from the meeting at this time.

Mr. Dan Kuebler, Ms. Traci Bartemy, Ms. Traci Schneider and Ms. Karen Karten were now present before the Board to provide an update with regard to the Somerset Early Learning

Advisory Council (SELAC). Mr. Kuebler explained his involvement with SELAC, and the tremendous strides that the program has made since October 2012. It was explained that the partnership with the Judy Center, an early childhood learning program, is geared for children birth to 5 years old, with a focus on low income populations. An overview of the program was provided that presented the accomplishments that have been achieved over the last 2 ½ years. Thirty successful partnerships with the county have allowed this program to become very effective in providing school readiness for children birth to 5 years old. It was noted that the public school system, teachers, child care providers and Head Start are all working together with this program to make a difference in preparing our pre-school children to be fully ready for school. Mr. Kuebler, Ms. Bartemy, Ms. Scheider and Ms. Karten concluded their presentation by thanking the Board for their support.

Mr. Charles Cavanaugh, Director of Solid Waste and Maintenance was now present before the Board to present the Solid Waste fee Annual Report. First, Mr. Cavanaugh presented fiscal year 2014 expenses and revenues (\$2.397 million versus \$1.245 million respectfully), noting expenses were significantly higher than revenue due to a decrease of billable tonnage in the amount of 2,835 tons. A discussion was held regarding projected expenses for fiscal year 2016 versus projected revenue. FY16 estimated expenses totaled \$2.419 million, versus projected revenue of \$1.139 million. It was noted that the projected budgeted revenue figure presented is on the assumption that fee's remain the same. The Board thanked Mr. Cavanaugh for the information provided, noting they will take the matter of any fee changes into consideration.

At this time, Mr. Taylor reviewed correspondence and discussion items.

The Maryland Department of Planning has requested the intergovernmental review of the USDA project submitted by the Town of Princess Anne. The project involves the proposed installation of a 35.84 kW Solar Electric System mounted on the roof of a grain storage building with two arrays consisting of a total of 128 panels, located on Perryhawkin Road. It was noted that Mr. Pusey, Director DCTS, reviewed the Clearinghouse Project as presented, and found no concerns with the request. It was Mr. Taylor's recommendation to submit a C-5 (It is consistent with our plans, programs and objectives) designation for this project.

Therefore, on a motion made by Commissioner Boston, and seconded by Commissioner Simpkins, it carried 4-0 to designate a C-5 response for the Clearinghouse Project as presented.

Correspondence was received from Ms. Cindy Stone, DHCD, regarding a CDBG lien release for a homeowner located at 336 Pine Street, Crisfield, Maryland. It was explained in the letter that two existing DHCD liens against the homeowner at this property would be forgiven in order to them to receive CDBG assistance through the Disaster Recovery Program.

The Board was advised of the submission of application by TCC/Shore Transit, for grant funding from the Maryland Department of Transportation for the FY16 Statewide Special Transportation Assistance Program (SSTAP). The Annual Transportation Plan (and Public Hearing if requested) is scheduled today at 5:30 p.m.

A letter was received from the Maryland Department of the Environment (MDE) regarding its determination of new areas prohibited near Smith Island from the harvesting of shellfish due to pollution concerns.

A letter was received from Judge Long, Circuit Court, commending the Maintenance and Roads Departments for the snow clearing performed at the Court House.

The Board was presented with an Addendum to the lease agreement between Delmarva Power and the County for use of the fenced in area at the Sheriff's Office on Sam Barnes Road. It was noted that the addendum extends the month to month lease through December 31, 2015, and increases from \$500.00 to \$750.00 per month beginning in February.

Therefore, a motion was made by Commissioner Boston, and seconded by Commissioner Simpkins to authorize Vice President Fisher to sign the lease addendum as presented. The motion carried 3-0.

The Emergency Solutions Grants Program, Homeless Services Sub-Recipient Agreement was presented by Mr. Taylor for signature. This grant, in the amount of \$130,500 between Catholic Charities (Seton Center) and Somerset County will help prevent homelessness by maintaining essential utility services and assisting with rental payments.

On a motion made by Commissioner Boston, and seconded by Commissioner Simpkins, it carried 3-0 to authorize the Vice President to sign the agreement as presented.

Mr. Taylor presented the Statewide Specialized Transportation Assistance Program (SSTAP) application for signature. This program makes the assurance to the MAC center for financial assistance. The amount of the grant is \$117,447.

Therefore, on a motion made by Commissioner Simpkins, and seconded by Commissioner Boston, it carried 3-0 to authorize the Vice President Fisher to sign the application as presented.

With no further agenda items, Vice President Fisher called upon those wishing to address the Board.

Mr. John Dize, Somerset County Business Owner, stated he was very impressed with road conditions following the snow storm, noting roads in Crisfield had been plowed multiple times. Additionally, after hearing the presentation from SELAC, he stated that his son is enrolled in full time day care, and he wanted to say that they do a great job.

Mr. Grant Corbin, Deal Island, was present before the Board in representation of local watermen. Mr. Corbin requested a letter from the Board, addressed to the Governor, DNR Secretary, Delegate Otto, and Senator Mathias, requesting reconsideration of the DNR's intent to increase the size of peeler crabs from 3¼ inches to 3½ inches from April through July, 2015. He explained that many Somerset County watermen depend on 3¼ inch peelers to make their living during the early season and feel this proposed regulation would have dire effects on them as well as our local seafood economy. Watermen disagree with the proposal stating that such a change will not help the blue crab population rebound; but in fact result in an increase of blue crab harvesting, thereby negatively impacting the entirety of the blue crab population. Watermen also claim that this will have a negative impact on bay grasses submerged aquatic vegetation (SAVs), as crab scraping is so important on the reseeding and cultivation of this grass.

After consideration, Commissioner Simpkins made a motion to draft a letter addressing the concerns expressed by Mr. Corbin on behalf of our local watermen as requested. Commissioner Boston seconded the motion. The motion was unanimous.

With no further business, at 3:07 p.m., on a motion made by Commissioner Simpkins and seconded by Commissioner Mathies, it carried unanimously 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.

Respectfully Submitted:



Lory E. Ebron
Executive Secretary

Approved By:



Board of County Commissioners
For Somerset County

PROGRESS REPORT - SUMMARY
2-23-15

	PROJECT	STATUS
1.	Great Point Restoration	<p>This project is being implemented in conjunction with the U.S. Army Corps of Engineers (USACE). CDBG funding in the amount of \$350,000 is allocated in Phase I to assist with the feasibility study, and this entire amount was sent by the County to the USACE in mid-January 2015. The Army Corps has also received \$250,000 in federal funds for the feasibility study. The USACE is estimating that the feasibility study will be completed in November of 2016. The remaining CDBG funding of \$2.45 million must be spent by September of 2017. Tony Clark of the USACE stated in an email on 2-10-15 that federal construction funding is a concern, especially with the County's funding deadline of September 2017 – he stated he will meet with other USACE staff and will provide the County with an update as soon as possible.</p>
2.	Rhodes Pt. Jetty Construction	<p>This project is being implemented in conjunction with the U.S. Army Corps of Engineers (USACE). The County funding from CDBG consists of a total of \$4,747,000 with \$25,000 of that provided in Phase I. USACE received \$650,000 in federal funding in October to analyze existing conditions and finalize the recommended plan based on any changes from that analysis. An environmental assessment will be conducted by USACE as well, with a construction contract awarded a year from now, although the USACE informed the County in the 2-10-15 email that there is a concern with enough federal funding being made available.</p>
3.	Crisfield Tidal Dike	<p>This project is being implemented in conjunction with the U.S. Army Corps of Engineers (USACE). The County funding from CDBG totals \$1.75 million although none of that is provided in Phase I. Two weeks ago, USACE sent a Program Management Plan (PMP) to the County for review. This document is still being reviewed, but the County has concerns because the PMP states the feasibility study for this project will be completed in October 2017, which is beyond the September 2017 date that the County has to expend the CDBG funding. Along with other comments, the County will inform the USACE that this time schedule is not feasible.</p>
4.	Rhodes Pt. County Dock Replacement	<p>The Release of Funds for this project was issued on 12-7-14. An RFP was advertised for engineering services for this project, bids were received and an award made to George Young. A Notice to Proceed for Engineering/Design has been issued to George Young, with construction bids expected in August/September 2015 with construction completed in Spring 2016.</p>

5.	Crisfield – Md. Ave. Well Generator	<p>The Release of Funds for this project was issued on 12-4-14. The City of Crisfield has prepared specifications for the work to be done for this project, and these are being provided to the CDBG labor officer. After review by the labor officer, an RFP will be prepared and bidding will begin. This project will be bid along with two other generator projects in order to realize potential cost savings.</p>
6.	Crisfield – Street Resurfacing	<p>The ERR for this project was submitted to DHCD on 12-23-14; however, it was subsequently learned that the federally-required 8-Step Floodplain Notification Process needed to be followed, that allowed the public to comment by 2-20-15 (no public comments were received). A total of \$1,304,270 in CDBG funding is available for this project, and the City plans to complete the project in two phases of \$650,000 each. The City has identified six streets to be completed in Phase I that the City considers main thoroughfares, and the County agrees with this determination. The City is using its engineer for this project, who will be preparing the specifications for each of the road projects that will be advertised. Phase I is expected to begin in the spring/early summer, with Phase II to be completed in late summer/early fall.</p>
7.	Crisfield – Bulk Head Replacement	<p>The Release of Funds for this project was issued on Nov. 30, 2014; however, it was subsequently learned that the federally-required 8-Step Floodplain Notification Process needed to be followed, that allowed the public to comment by 2-20-15 (no public comments were received). The City is using the engineer used for a previous project at the City Dock (George Miles & Buhr) and this firm will prepare the specifications for the project. Bidding will be done by the County once the specifications are completed.</p>
8.	Crisfield – Cove Street Lift Station	<p>Prior to the ERR being submitted to DHCD, it was learned that the federally-required 8-Step Floodplain Notification Process needed to be followed, that allowed the public to comment by 2-20-15 (no public comments were received). The completed ERR will be submitted to DHCD this week (week of Feb. 23, 2015), with a Release of Funds expected three weeks later. The project consists of constructing a 4' high concrete wall with a waterproof gate within the fenced compound circling the lift station building to prevent future flooding.</p>
9.	Princess Anne – Blight Removal	<p>This project involved the purchase and demolition of a dilapidated building on Somerset Avenue next to the Manokin River. The last step for the County and Town to complete prior to going to settlement on the property was the execution of the Subrecipient Agreement, but just prior to the County and Town approving that document the property owner passed away (Jan. 22, 2015). The Princess Anne Town Attorney is negotiating with the former property owner's relatives to determine the status of the property's sale. If all is resolved the sale will be completed and the demolition of the dilapidated building can begin.</p>

10	Princess Anne – Drainage Project	The Release of Funds was issued on 11-30-14 and the Town plans to complete this project during the summer of 2015. All bidding and grant requirements will be conducted by the Town with the County providing assistance when necessary (such as submitting reports to the State, for example).
11.	Homeless Shelter	The Release of Funds for this project was issued on 12-17-14. The Subrecipient Agreement was completed on 1-30-15. A meeting was held on 1-30-15 with County Staff and the Homeless Coalition's Board of Directors and agreement was reached on the process for retaining an architect to begin the design work, using the \$140,000 in Maryland Affordable Housing Trust (MAHT) grant funds that will be used for design and construction management, with the \$640,000 in CDBG funding to be used for construction and related expenses.
12.	High School Shelter Generator	The Release of Funds for this project was issued on 1-13-15. RFPs for this project will be combined with the other two generator projects being funded by this grant, for ease of bidding and to realize possible cost savings. Once the "County Offices/Operations Center Generator" project has received its Release of Funds RFPs will be prepared and advertised for bidding, along with the Crisfield – Md. Ave Well Generator (Project #5 above).
13.	County Offices/Operations Center Generator	The ERR for this project was delayed due to additional information needed by the MHT; this information was submitted, and a favorable response was received from MHT on 2-23-15. With that approval, the final ERR will be submitted to DHCD this week. Upon the expected Release of Funds by DHCD, County Planning Staff will work with the Emergency Services Department to obtain the specifications for this generator, as well as the generator for the High School Shelter, and bidding for these two projects and the Crisfield –Md. Ave. Well Generator will be combined in one advertised bid.
14.	County Drainage Ditch Reclamation	The Release of Funds for this project was issued on 1-25-15. The County's Director of Solid Waste and Drainage has provided an extensive list of ditches to be worked on. In accordance with HUD requirements, income surveys need to be done for those who will benefit from these projects, and the survey form has been provided to DHCD for their review and approval prior to the surveys taking place.
15.	Head Start/Youth Center	This project has been separated into two separate projects – one for Head Start and the other for It Takes A Village, Inc. The initial project proposed to put both organizations in a new building at the same location, at the former Whittington Elementary School. (The school would be demolished.) The plans have been revised so that Head Start will be relocated to Crisfield High School, where a portion of the school will be renovated for Head Start's use and an addition will also be built. The County is working with Head Start and the Somerset County Board of Education on this portion of the project. To date, an ERR is not needed since Phase I of the grant is only for demolition and design of a new facility. Head Start

		<p>and the Board of Education anticipate construction will start in the Spring of 2016. Phase I funding, which is for demolition and design only, must be spent by July of 2016. The remainder of the CDBG funding (for construction) must be spent by September of 2017. The Board of Education is preparing an RFQ for architect's services for the design of the building. Once that is completed and the RFQs received, an architect will be selected and design of the facility can begin. The Board of Education has reviewed construction plans for the existing Crisfield High School and has found that the building is already constructed at a 9' ground elevation; because the Base Flood Elevation (BFE) for that property is 6', there will be no issues with constructing the addition to comply with the grant agreement requirement that the new building be elevated 3' above the BFE. For It Takes A Village, Inc., the County plans to follow a similar process as Head Start/Board of Education.</p>
16.	Housing Authority Relocation Planning	<p>In the meantime, work is beginning on the ERR so that will be finished well before planning for the construction of both facilities will begin.</p> <p>DHCD has suggested that a Committee be established to develop an RFP and Scope of Work for this study. A committee of five persons is suggested, subject to County Commissioner approval, comprised of the following: County Commissioners; Crisfield City Council (2 members); Crisfield Housing Authority; and Somerset County Economic Development Commission. The County Planning Department will staff the committee.</p>