



AGENDA
January 23, 2018
BOARD OF COUNTY COMMISSIONERS
FOR SOMERSET COUNTY
11916 Somerset Avenue
Room 111/Meeting Room
Princess Anne, MD 21853
2:00 p.m.

Appointments:

- 2:00 p.m. - Opportunity for Public Hearing/Ms. Sherree Marshall, Commission on Aging- SSTAP Grant (No Requests Received)
- * - SSTAP Grant Application – Request for Approval
- 2:05 p.m. - Proclamation Presentation for National Mentoring Month- Big Brothers Big Sisters Program Specialist, Leslie Payton and Board Member, Joshua Nordstrom
- * 2:10 p.m. - Ms. Julie Widdowson, Tourism Director
 - Maryland Tourism Development Grant Agreement
- * 2:15 p.m. - Ms. Yvette Cross, Emergency Services Director
 - Bid Recommendation/911 Digital Voice Logging Recorder
- 2:20 p.m. - Mr. Rick Pollitt and Ms. Jen Merritt, Mr. Michael Day- A & E District Presentation
- 2:35 p.m. - Mr. Gene Adkins, Mr. Herb Geary TGM
 - FY17 Audit Report
- 2:40 p.m. - Mr. John Redden, Mr. Charles Cavanaugh- Sherriff Office Sewer Project

Correspondence:

Received

Court of Appeals of Maryland re: Resources for Self-Represented Litigants in the in the Maryland Courts
Maryland DHCD Grant Award as Part of Homelessness Initiative News Release dated 1/17/18
MD State Department of Education re: The Bridge to Excellence in Public Schools Act of 2002
The Education Fiscal Accountability and Oversight Act of 2004

Sent

Secretary Stephen T. Moyer re: Letter of Appreciation
Judge Daniel Powell re: Request for Legislation
Mr. Dennis Schrader, Secretary of Health re: Somerset County Health Officer Retirement
Tri-County Council for the Lower Eastern Shore of MD re: Transfer of Allocated Funds
Ms. Julie Widdowson, Tourism Director re: Tourism Commission Re-Appointments

Discussion:

- * 1. Surplus Property Sale
- * 2. Humane Society Letter of Support
- * 3. UMES Letter of Support
- * 4. Adult Guardianship Review Board Vacancy (2)
- * 5. Agricultural Reconciliation Board Vacancy (1)
- * 6. Sanitary District Vacancy (1)

3:00 p.m. - Closed Session- Mr. Ralph Taylor, Ms. Yvette Cross, Erica Yeager

Authority of State Government Article of the Annotated Code of Maryland, Subtitle 3-305 (b) (1)(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

* Denotes Action Item

BOARD OF COUNTY COMMISSIONERS
FOR SOMERSET COUNTY
TUESDAY JANUARY 23, 2018

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

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

Closed Session Summary Report January 23, 2018

On January 23, 2018, at 3:23 p.m. until 3:31 p.m., at 11916 Somerset Avenue, Room 111, upon a motion made by Commissioner Boston and seconded by Commissioner Fisher, it carried 5-0 to enter into Closed Session by Authority of State Government Article of the Annotated Code of Maryland §3-305 (b)(1)(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

Present for the Closed Session Meeting were President Randy Laird, Vice President Charles F. Fisher, Commissioner Jerry S. Boston, Commissioner Rex Simpkins and Commissioner Craig Mathies Sr. Also present were County Administrator Ralph D. Taylor, Executive Aide Lory Ebron, HR Director Erica Yeager and Director of Emergency Services Ms. Yvette Cross.

Topics discussed were: (1) Hiring. Actions taken during closed session: (1) Approval to hire two 911 Emergency Communication Dispatchers.

President Laird called the meeting to order. Meeting minutes were presented for approval.

Upon a motion made by Commissioner Boston, and seconded by Commissioner Fisher, it carried 5-0 to approve the Commissioner and Closed Session meeting minutes as presented from January 9, 2018, and the Work Session minutes from January 16, 2018.

Ms. Sherree Marshall, Somerset County Department on Aging came forward to present her request for the Boards authorization to apply for the Statewide Special Transportation Assistance Program (SSTAP) in the amount of \$120,175. She explained that this grant will fund

transportation services for the elderly and handicapped. It was noted that an opportunity for public hearing was advertised however there were no requests for a public hearing received. Ms. Marshall advised that this year grant award is \$2,728.00 more than what was received last year.

Upon motion made by Commissioner Fisher, seconded by Commissioner Boston, it was carried 5-0 to authorize President Laird to sign the FY18 funding application submitted by Somerset County Commission on Aging.

Mr. Taylor read into record a proclamation recognizing January, 2018 as “National Mentoring Month”. Ms. Leslie Payton, Big Brothers/Big Sisters Program Specialist, and Mr. Joshua Nordstrom, Board Member, came forward to accept the proclamation, recognizing January 2018 as “National Mentoring Month”; which encouraged the people of Somerset County to recognize the importance of mentoring and to observe this month with appropriate activities and programs that promote awareness of youth mentoring. Mr. Nordstrom introduced himself to the Board, offering his thanks for the proclamation presentation to recognize the importance of mentoring.

Ms. Julie Widdowson was now asked to come forward to present the Maryland Tourism Development Grant Agreement in the amount of \$33,030.00. Ms. Widdowson noted that this grant will be used for advertising expenses, and is the highest amount ever presented.

Upon a motion made by Commissioner Fisher, and seconded by Commissioner Simpkins, it carried 5-0 to authorize President Laird to sign the Maryland Tourism Development Grant Agreement as presented.

Coming forward before the Board at this time were Mr. Gene Adkins, Finance Director and Mr. Herb Geary, TGM Group, LLC, Certified Public Accountants, to present the FY17 Financial and Compliance Audit. Mr. Geary again complimented the county finance department for their hard work and due diligence resulting in the timely completion of the FY17 audit. Mr. Geary then distributed a handout which provided highlights regarding the audit performed:

- Somerset County and its component units have approximately \$163 million in assets, and approximately \$102 million in revenues.
- The county received an “unmodified opinion” which is the highest level of assurance that an independent audit firm can provide.
- Fund balances were reviewed for FY13-FY17. Mr. Geary stated that Somerset County is at 38% of Operating Expenditures, which is very commendable.
- Total Debt Obligations for FY13-FY17 were also reviewed as well as total debt to fund balance. He again complimented the county as being right on target with a debt ratio of 1.59 to 1.
- Results of operations of the General Fund for FY17 were expected to be a \$1.8 Million shortfall; but actually resulted in a \$1.5 Million increase. General Fund

revenues and expenditures, and the reasons for the increase were also reviewed and discussed.

- Results of Operations of the Roads Board for FY17 reported an overall decrease in fund balance of \$438,000. He also advised the Roads Board Fund Balance is \$1.1 Million for FY17.
- Mr. Geary advised new disclosure relating to GASB #75 Accounting and Financial Reporting for Postemployment Benefits recording, stating that full liability will be required in fiscal year 2018 for the County, Library and Board of Education. The County's liability is approximately \$15.2M as of the last valuation performed in July 2016.
- Federal funding awards in the amount of \$7.7 Million, as well as Hurricane Sandy funding totaling \$6.9 Million for FY16 were also reviewed. No findings or questioned costs were found. Mr. Geary personally thanked Ms. Muir for her hard work and assistance regarding this part of the audit.

Next, Ms. Yvette Cross, Emergency Services Director came forward to make her recommendation regarding bids received for the 911 Digital Voice Logging Recorder. She advised that the two bids received from Exacom and Sound Communications were reviewed. The Exacom bid, submitted in the amount of \$188,832.00 (911 Circuits) and \$25,647.00 (Radio System) provided much more than was needed. She also advised that even with the removal of the excess items, their bid remained higher than what was proposed from Sound Communications, submitted in the amount of \$68,901.76. She then made the recommendation to the Board to award the bid to Sound Communications. Ms. Cross was asked about the maintenance agreement and she advised that they will have a one year maintenance agreement (which is a budgeted item) that is renewed annually.

Therefore, upon a motion made by Commissioner Boston, and seconded by Commissioner Fisher, it carried 5-0 to approve the 911 Digital Voice Logging Recorder bid to Sound Communications for \$68,901.76.

Mr. Rick Pollitt, Ms. Jen Merritt and Mr. Michael Day now came forward to provide a presentation with regard to the proposed Maryland Arts and Entertainment (A & E) Districts Program for the City of Crisfield. Ms. Merritt's PowerPoint presented the following information:

- Timeline of application, due April 1, 2018, to be effective July 2018
- Benefits offered to the artists
- Tax incentives (Real Property, Income Tax and exemption from A & A Tax)
- Tax impacts by Districts for FY16 regarding current participating counties
- Tax credit determinations
- Requirements
- Proposed A & E District for Crisfield
- Benefits of an A & E District (Marketing and Economic Development)

Discussions were held throughout the presentation relating to tax incentives and qualification determinations. It was suggested that a joint public hearing (County and City) be held to allow public comment. The Board was in consensus to hold a joint public hearing on February 6, 2018. Mr. Pollitt, Ms. Merritt and Mr. Day were thanked by the Board and left the meeting at this time.

Mr. John Redden, Public Works Director and Mr. Charles Cavanaugh, Director of Solid Waste and Maintenance were now before the Board to discuss the repair proposal received from Davis, Bowen and Friedel to identify and provide options relating to needed repairs at the Sheriff's Office. Six options were provided for consideration, ranging from doing nothing to a complete sewer pipe renovation. A discussion was held regarding the options available.

Following the discussion, upon a motion made by Commissioner Simpkins, and seconded by Commissioner Mathies, it carried 5-0 to approve Alternative #2 (Repair the sewer pipe slope of the office restrooms) at the Sheriff's office, for an estimated cost of \$7,105.00 including Alternate A to line the main sewer trunk line from the hallway to the outside grinder pump, estimated cost \$17,265.00 (Total estimated cost of \$27,870.00 to include \$3,500.00 fee for bid documents and drawings).

Next, Mr. Taylor presented offers received since the last meeting to purchase county owned properties obtained through tax sale foreclosure, which advised of the opportunity to purchase the properties for 50% of the recorded deed value plus closing costs.

Upon a motion made by Commissioner Fisher and seconded by Commissioner Boston, it carried 5-0 to approve the sale of .5 acres, Asbury Avenue (Map 0072 Grid 0010 Parcel 0580) to Ms. Angela Richardson for \$300.00 plus closing costs.

Upon a motion made by Commissioner Boston and seconded by Commissioner Simpkins, it carried 5-0 to approve the sale of .5 Acres on Ford Road (Map 0028 Grid 0005 Parcel 0411) for \$400.00 plus closing costs to Ms. Angela Richardson.

Upon a motion made by Commissioner Fisher and seconded by Commissioner Boston, it carried 5-0 to approve the sale of .5 Acres Asbury Avenue (Map 0072 Grid 0016 Parcel 0582) for \$371.50 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Fisher and seconded by Commissioner Boston, it carried 5-0 to approve the sale of 10788 Riley Roberts Road (Map 0020 Grid 0010 Parcel 0120) for \$236.00 to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Boston and seconded by Commissioner Fisher, it carried 5-0 to approve the sale of 209 N First Street (Map 0101 Grid 0016 Parcel 0892) for \$669.50 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Fisher and seconded by Commissioner Boston, it carried 5-0 to approve the sale of .5 Acres Davy Lane (Map 0048 Grid 0001 Parcel 0059) for \$298.50 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Fisher and seconded by Commissioner Boston, it carried 5-0 to approve the sale of .208 Acres, First Street (Map 0101 Grid 0016 Parcel 0891) for \$392.50 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Simpkins and seconded by Commissioner Boston, it carried 5-0 to approve the sale of 111 Second Street (Map 0102 Grid 0012 Parcel 0533) for \$446.00 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Simpkins and seconded by Commissioner Boston, it carried 5-0 to approve the sale of 7500 Lower Hill Road (Map 0048 Grid 0001 Parcel 0055) for \$442.50 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Simpkins and seconded by Commissioner Boston, it carried 5-0 to approve the sale of 7496 Lower Hill Road (Map 0048 Grid 0001 Parcel 0056) for \$436.00 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Boston and seconded by Commissioner Simpkins, it carried 5-0 to approve the sale of .174 Acres Division Street (Map 0203 Grid 0006 Parcel 0058A) \$764.00 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Simpkins and seconded by Commissioner Fisher, it carried 5-0 to approve the sale of .75 Acres Lower Hill Road (Map 0048 Grid 0001 Parcel 0053) \$494.00 plus closing costs to Alexandra and Adriana Dempewolf.

Upon a motion made by Commissioner Boston and seconded by Commissioner Simpkins, it carried 5-0 to approve the sale of .42 Acres Hudson Street (Map 0101 Grid 0005 Parcel 1093) \$433.50 plus closing costs to Alexandra and Adriana Dempewolf.

A letter of support request was received from Mr. Jack Mills of the Humane Society of Somerset County in support of their submission of a grant application.

Upon a motion made by Commissioner Simpkins and seconded by Commissioner Fisher, President Laird was authorized to sign the letter of support for the Somerset County Humane Society a presented. The motion carried 5-0.

Next, a letter of support request was received from Mr. Walter W. Woods, Coordinator for Outreach and Strategic Initiatives, University of Maryland Eastern Shore (UMES) regarding their application to host the 2019 International Town and Gown Association Conference.

Upon a motion made by Commissioner Simpkins, and seconded by Commissioner Boston, President Laird was authorized to sign the letter of support as presented for UMES.

Lastly, Mr. Taylor advised the Board of the notification received from Choptank Electric Coop regarding a public hearing scheduled regarding a proposed rate increase. The public hearing will be held at 7:00 p.m. on February 1, 2018 at the Choptank office located in Denton, Maryland to receive public comment.

With no further business, at 3:23 p.m., the Board was advised of the need of a Closed Session. Upon a motion made by Commissioner Boston, and seconded by Commissioner Mathies, it carried 5-0 to enter into Closed Session by Authority of State Government Article of the Annotated Code of Maryland Section §3-305 (b)(1)(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

At 3:31 p.m. the Open and Closed Session meetings were adjourned.

Approved by:



Board of County Commissioners
For Somerset County

Respectfully Submitted:



Lory E. Ebron
Executive Aide