

**The County Commissioner meeting scheduled for March 17, 2020 as always is open to the public; however, we ask that you please consider the potential risks associated with COVID-19 if choosing to attend. We encourage public comment and welcome input by phone or e-mail if possible. Minutes will be made available to the public as soon as approved.**



**AGENDA**  
**March 17, 2020**  
**BOARD OF COUNTY COMMISSIONERS**  
**FOR SOMERSET COUNTY**  
**11916 Somerset Avenue**  
**Room 111/Meeting Room**  
**Princess Anne, MD 21853**  
**1:00 p.m.**

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**Appointments:**

- \* 1:00 p.m. – Mr. Charles Cavanaugh, Director Solid Waste and Maintenance
  - Landfill and Transfer Station Fees
- \* 1:15 p.m. – Mr. Clint Sterling, Recreation and Parks Director
  - Transportation Alternative Grant Permission – Phase 2 Hiker-Biker Trail
  - Recreational Trails Grant Permission
  - Bid Opening of resurfacing Westover Walking Path – Program Open Space
- 1:30 p.m. – Ms. Yvette Cross, Director Emergency Services
  - COVID-19 (Coronavirus Disease) Update

**Correspondence:**

**Received**

- MD Department of Housing and Community Development re: Waiver of Specific Bidding Requirements/Grant MD-14-DR Phase #3
- \* MD Department of Housing and Community Development re: Grant Agreements MD-15-DR-1 Disaster Recovery Phase #6

**Sent**

Davis, Bowen & Friedel, Inc. re: Waiver of Permit Fees/Fairmount WWTP  
Ms. Lynell Pugh re: Somerset County Department of Social Services Board Appointment  
Jyrell Ballard re: Surplus Property Purchase/15-008075  
Milan and Charnaë Robinson re: Surplus Property Purchase/ 03-037045

**Discussion:**

- \* 1. Annual Public Drainage Association Levy's

**Public Comments (5-minute time limit to speak)**

- \* **1:40 p.m. - Closed Session-** Mr. Ralph Taylor, Clint Sterling, Erica Yeager

Authority of the General Provisions Article of the Annotated Code of Maryland § 3-305 (b)(1) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; and (8) consult with staff, consultants, or other individuals about pending or potential litigation.

- \* Denotes Action Item

BOARD OF COUNTY COMMISSIONERS  
FOR SOMERSET COUNTY  
March 17, 2020

At 1:00 p.m., President Craig N. Mathies, Sr., called the Board of County Commissioners for Somerset County to open in Regular Session. Also present for the meeting were Vice President Charles Laird, Commissioner Randy Laird, Commissioner Eldon Willing and Commissioner Simpkins.

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

President Craig N. Mathies, Sr., asked Commissioner Willing to lead those present in Devotion and the Pledge of Allegiance.

**Closed Session Summary Report March 17, 2020**

On March 17, 2020, at 1:34 p.m. until 1:46 p.m., at 11916 Somerset Avenue, Room 111, upon a motion made by Commissioner Simpkins, and seconded by Vice President Charles Laird it carried unanimously to enter into Closed Session by Authority of the General Provisions Article of the Annotated Code of Maryland §3-305 (b)(1) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; and (b) (8) consult with staff, consultants, or other individuals about pending or potential litigation.

Present for the Closed Session Meeting were President Craig N. Mathies Sr., Vice President Charles Laird, Commissioner Randy Laird, Commissioner Eldon Willing and Commissioner Rex Simpkins.

Also present were County Administrator Ralph D. Taylor, Executive Aide Lory Ebron, HR Director Erica Yeager and Director of Recreation and Parks Clint Sterling. Topics discussed: (1) Hiring of a Golf Shop Assistant and Part-Time Golf Shop Attendant. Actions taken during closed session: (1) Approval to hire two Golf Shop Assistants.

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Minutes from the Commissioner Meeting and Closed Session meeting held on March 3, 2020 were approved as presented upon a motion made by Vice President Charles Laird and seconded by Commissioner Eldon Willing. The motion carried unanimously.

Mr. Clint Sterling, Recreation and Parks Director came forward to present several items for the Boards consideration. The first two items involved permission to pursue grant applications. The first request being presented is the Transportation Alternative Program Grant (TAP) regarding

the Phase II construction phase of the Hiker-Biker Trail project from Marion to Westover. Mr. Sterling noted this project is fully funded by the grant.

Commissioner Randy Laird made a motion to approve moving forward with the TAP application regarding Phase II of the construction of the Hiker-Biker Trail from Marion to Westover. Vice President Charles Laird seconded the motion. The motion carried unanimously.

Next, Mr. Sterling requested permission to move forward with the grant application for the Recreational Trail Grant which would be used for the lease of construction equipment and signage to be used to maintain the trail. There is no guarantee we will get this grant, which is 80/20 funded. In-kind consideration for the local 20% match may be permitted, and it was Mr. Sterling request to move forward with attempting to get this grant funding.

A motion was made by Vice President Charles Laird to authorize Mr. Sterling to proceed with the Recreational Trails Grant Application. Commissioner Randy Laird seconded the motion. The motion carried unanimously.

Lastly, Mr. Sterling presented bids solicited regarding the repaving of the walking trail at the Centralized Facility in Westover. This project is one of a few others that will be funded utilizing Program Open Space (POS), which is used every year to improve and go towards recreational facilities, and will consist of the installation of fabric underlay with a 4” layer of recycled asphalt millings. The POS funding for this project is a 90/10 match, and will be part of a larger project. The three bids solicited were as follows:

| <b><u>Contractor:</u></b>                 | <b><u>Amount:</u></b> |
|---|-----------------------|
| Benton’s Lawncare and Groundskeeping Inc. | \$15,000              |
| Jones Sitework                            | \$15,000              |
| Reynolds Excavating                       | \$18,200              |

With there being two solicitations for \$15,000, Mr. Sterling made the recommendation to award the project to Benton’s Lawncare, who had installed the original walking path. Mr. Sterling also advised he is familiar with their work.

Vice President Charles Laird made the motion to approve the recommendation to award the project to Benton’s Lawncare. Commissioner Randy Laird seconded the motion. Commissioner Rex Simpkins abstained; therefore, the motion carried 3-0-1.

Mr. Charles Cavanaugh came forward at this time to discuss Landfill and Transfer Station fees for the upcoming year. It was noted a discussion was held during a Work Session meeting held a couple of weeks ago, and in follow up, it was found that adding the fees to tax bills would not be feasible to do this year. Mr. Cavanaugh asked to address the fees charged to our

municipalities (Town and City) and the Sanitary District first, currently at \$66.00. Additionally, the Board discussed the fee of Transfer Station fee of \$60.00 for the first sticker, per household, and \$25.00 for the second sticker. Commissioner Randy Laird questioned the fee for the second sticker of \$25.00. After discussion, it was suggested that the fee for the second sticker, per household be \$60.00 as well.

Vice President Charles Laird made a motion to leave the Tipping Fee charged to the Town of Princess Anne, the City of Crisfield and the Sanitary District to remain the same at \$66.00, and the Transfer Station Sticker fee for the second sticker per household to be increased to \$60.00. Commissioner Simpkins seconded the motion. The motion carried unanimously.

Ms. Yvette Cross and Mr. Gary Powell, Emergency Services, came forward at this time to provide an update of information regarding COVID-19 (Coronavirus Disease). Ms. Cross reported the following:

- Governor Hogan declared State of Emergency on March 5, 2020
- Currently Maryland has 57 confirmed cases. There is 1 case on the shore in Talbot County. Governor Hogan stated the new cases are now mostly community transmission not from travel overseas
- Somerset County EOC established Covid-19 Task Force on March 11th. This will be our operations/strategic group. The task force is comprised of the following agencies (Public Health, Emergency Services, all law enforcement agencies, Social Services, EMS, Board of Education, County PIO, County Government and the municipality government officials). The Somerset County Task Force will have conference calls every Wednesday
- Keeping Social Distancing in mind, The Somerset County EOC activated “virtually” on March 16<sup>th</sup> using enhanced monitoring.

The governor may request an SBA (Small Business Administration) Economic Injury Declaration statewide. We have requested Economic & Development, and the chambers of Commerce to reach out to businesses that may have financial loss due to Covid-19.

**Covid-19 information has been added to the county website.**

- All Bars, Restaurants, Gyms, and Theaters are closed to the public as of 5:00 pm March 16, 2020.
- Food drive thru, carry-out, and delivery services are able to continue operations.
- Grocery stores, banks, pharmacies, food delivery, gas stations, and other essential services will be OPEN.
- County offices will remain staffed during normal business hours with restricted access to all County buildings for the general public.
- All Recreation and Parks programming has been cancelled until further notice, however County outdoor recreation areas are available for passive recreation.
- Great Hope Golf Course Snack Shack is only doing carry out. No dine in.
- Inmate visitation has been cancelled at the Somerset County Detention Center.
- Somerset County Library will be closed effective March 16, 2020.
- All Somerset County Senior Centers/MAC will be closed. Meals on Wheels will continue on normal schedule.

- Somerset County Visitor's Center will be closed. The rest area, bathrooms and public grounds will remain open.
- Gatherings which exceed 50 people are prohibited including places of worship. This should be enforced by local law enforcement.
- Liberal leave policy for non-essential County personnel is effective March 16, 2020.

Commissioner Randy Laird asked if Meals on Wheels deliveries were still being made.

Ms. Cross advised that they were delivering on the normal schedule of Tuesday and Thursday.

Vice President Charles Laird asked for clarification regarding the gathering of 50 people or more. Ms. Cross explained that any gathering, including places of worship are to be limited to 50 people. Ms. Cross was asked if this stipulation was for the building, or by room. President Mathies and Vice President Charles Laird asked for clarification. Mr. Taylor read the statement Governor Hogan made regarding gatherings of 50 people or more.

The Board thanked Ms. Cross and Mr. Powell for their hard work and due diligence.

Mr. Taylor continued with correspondence and discussion items.

A letter was received from Ms. Cindy Stone, Maryland Department of Housing and Community Development, in response to a waiver request regarding specific building requirements for façade grant MD-14-DR Phase #3. The request pertained to signage for Somers Cove Motel in that the owner is part of a franchise and is required to use a vendor dictated by the company. The state approved the action to use the vendor as required by the franchise.

A grant agreement regarding CDBG grant MD-15-DR-1 Disaster Recovery Phase #6 was submitted for signature. This grant is utilizing funds returned from two U.S. Army Corps of Engineers projects, and will be used as follows:

- Generators for Crisfield and Deal Island
- Rhodes Point Shoreline Stabilization Dredging
- Crisfield Drainage Study
- Community Rating System Project

Vice President Charles Laird made a motion to authorize the Presidents signature on Grant Agreement MD-15-DR-1 Disaster Recovery Phase #6. Commissioner Randy Laird seconded the motion. The motion carried unanimously.

Commissioner Randy Laird left the meeting at this time.

Mr. Taylor next presented the results of the Annual Public Drainage Association (PDA) meetings to authorize the County Tax Collection Office to levy the Drainage Tax Assessment for each PDA. The Board approved the following:

Upon motion made by Vice President Charles Laird, seconded by Commissioner Simpkins, it carried 3-0-0 to approve the request of the Board of Managers of the **Upper Manokin Public Drainage Association** that the Somerset County Tax Collection Office be authorized to levy the Tax Year 2020-2021 Drainage Tax Assessment for the Upper Manokin PDA to remain the same as follows:

|                 |                 |
|-----------------|-----------------|
| Cropland        | \$3.50 per acre |
| Woodland        | \$1.50 per acre |
| Minimum Billing | \$25.00         |

Upon motion made by Commissioner Simpkins, seconded by Vice President Charles Laird, it carried 3-0-0 to concur with the recommendation to nominate Mr. Jerry Bozman to serve as Manager for a three-year term, with Mr. Doug Green and Mr. Buddy Powell continuing on from a previous appointment.

Upon motion made by Vice President Charles Laird and seconded by Commissioner Eldon Willing, it carried 3-0-0 to approve the request of the Board of Managers of the **Handy Church Public Watershed Association** that the Somerset County Tax Collection Office be authorized to levy the Tax Year 2020-2021 Drainage Tax Assessment for the Handy Church PWA to remain the same as follows:

|                 |             |
|-----------------|-------------|
| Cropland        | \$0.00 acre |
| Woodland        | \$0.00 acre |
| Minimum Billing | \$50.00     |

Commissioner Randy Laird returned to the meeting at this time.

Upon motion made by Vice President Charles Laird and seconded by Commissioner Rex Simpkins it carried unanimously to concur with the recommendation to reappoint Mr. Larry Van Story to serve a three-year term as Manager, with Mr. Bernard Johnson and Mr. Thomas Watkins continuing on from a previous appointment.

Upon motion made by Commissioner Simpkins, seconded by Vice President Charles Laird, it carried unanimously to approve the request of the Board of Managers of the **Dividing Creek Public Drainage Association** that the Somerset County Tax Collection Office be authorized to levy the Tax Year 2020-2021 Drainage Tax Assessment for the Dividing Creek PDA to remain the same as follows:

|                 |                 |
|-----------------|-----------------|
| Cropland        | \$7.00 per acre |
| Woodland        | \$3.50 per acre |
| Minimum Billing | \$30.00         |

Upon motion made by Commissioner Simpkins and seconded by Vice President Charles Laird, it carried unanimously to concur with the recommendation to reappoint Mr. Roger Richardson to a three-year term as Manager; with Mr. Jimmy Johnson, Mr. Eric Culver and Mr. Tommy Johnson continuing on from a previous term.

Upon motion made by Commissioner Simpkins, seconded by Commissioner Willing, it carried unanimously to approve the request of the Board of Managers of the **Passerdyke Public Drainage Association** that the Somerset County Tax Collection Office be authorized to levy the Tax Year 2020-2021 Drainage Tax Assessment for the Passerdyke PDA to remain the same with an increase to minimum billing as follows:

|                 |                    |
|-----------------|--------------------|
| Cropland        | \$4.50 per acre    |
| Woodland        | \$1.50 per acre    |
| Minimum Billing | \$25.00 (Increase) |

Managers Mr. Gene Donalds and Mr. Charles Flemming will continue on from a previous appointment and seek out someone to fill Mr. Gannon's vacancy.

Upon motion made by Vice President Charles Laird and seconded by Commissioner Randy Laird it carried unanimously to approve the request of the Board of Managers of the **Barkley Branch Public Drainage Association** that the Somerset County Tax Collection Office be authorized to levy the Tax Year 2020-2021 Drainage Tax Assessment for the Barkley Branch PDA to remain the same as follows:

|                 |                 |
|-----------------|-----------------|
| Cropland        | \$4.00 per acre |
| Woodland        | \$2.00 per acre |
| Minimum Billing | \$22.00         |

Upon motion made by Commissioner Simpkins and seconded by Vice President Charles Laird it carried unanimously to concur with the recommendation to re-nominate Ms. Maureen Houlihan for a three-year term as Manager, with Mr. John Bromley and Ms. Ingrid Balea continuing on from a previous appointment.

Upon motion made by Vice President Charles Laird and seconded by Commissioner Randy Laird it carried unanimously to approve the request of the Board of Managers of the **Tony's Branch Public Drainage Association** that the Somerset County Tax Collection Office be authorized to levy the Tax Year 2020-2021 Drainage Tax Assessment for the Tony's Branch PDA to remain the same as follows:

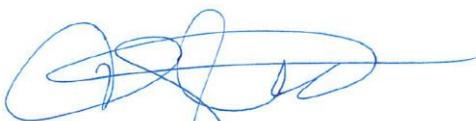
|                 |                 |
|-----------------|-----------------|
| Cropland        | \$4.00 per acre |
| Woodland        | \$2.00 per acre |
| Minimum Billing | \$25.00         |

Upon motion made by Commissioner Randy Laird and seconded by Vice President Charles Laird, it carried unanimously to concur with the recommendation to re-appoint Mr. Gary Rathkamp for another three-year term as Manager, with Mr. Lee West and Mr. Tommy Smith III continuing on from a previous appointment.

With no further business, at 1:34 p.m., the Board was advised of the need to enter into Closed Session. Therefore, upon a motion made by Commissioner Simpkins and seconded by Vice President Charles Laird, the Board entered into Closed Session by Authority of the General Provisions Article of the Annotated Code of Maryland §3-305 (b)(1) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; and (b) (8) consult staff, consultants, or other individuals about pending or potential litigation. The motion carried unanimously.

The Commissioner and Closed Session meetings were adjourned at 1:46 p.m., upon a motion made by Commissioner Randy Laird and seconded by Vice President Charles Laird. The motion carried unanimously.

Approved by:



Board of County Commissioners  
For Somerset County

Respectfully Submitted:



Lory E. Ebron  
Executive Aide