



**AGENDA**  
**January 7, 2020**  
**BOARD OF COUNTY COMMISSIONERS**  
**FOR SOMERSET COUNTY**  
**11916 Somerset Avenue**  
**Room 111/Meeting Room**  
**Princess Anne, MD 21853**  
**2:00 p.m.**

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**Appointments:**

- 2:00 p.m. - Proclamation Presentation- National Mentoring Month/Ms. Veronica Stancliff/Support Specialist
- \* 2:05 p.m. - Mr. Charles Cavanaugh, Director Solid Waste and Maintenance
  - Landfill Wetland Delineation
- \* 2:15 p.m. - Ms. Yvette Cross, Emergency Services Director
  - MOU/State of Maryland-IT (Equipment Shelter/Crisfield VFD)
- \* 2:20 p.m. - Mr. Gene Adkins, Finance Director
  - Departmental Budgetary Letters
- \* 2:25 p.m. - Ms. Kristen Tremblay, Assistant Director DTCS
  - Census Grant

**Correspondence:**

**Received**

- \* Maryland Department of Planning re: Clearinghouse Review/Crisfield Tide Gates/Pumping Stations- MD20191220-1005
- Maryland Department of Transportation re: Airport Grant
- Federal Aviation Administration re: Crisfield-Somerset County Airport CIP
- \* Ms. Claudia Nelson, Director re: Somerset County Department of Social Services Advisory Board Appointment/Ms. Lynell Pugh
- \* Ms. Claudia Nelson, Director re: Somerset County Department of Social Services Advisory Board Re-Appointment/Mr. Kirkwood Cottman
- Chesapeake Utilities re: Somerset Extension

**Sent**

Mr. Cary Knopp, Chair/Adult Guardianship Review Board Nominee Appointments

**Discussion:**

- \* 1. Surplus Property Offers
- \* 2. Planning Commission Re-Appointments (2)
- \* 3. Current Commission and Board Vacancies:
  - Lower Shore Workforce Alliance (1/Business Representatives)
  - Somerset County Property Tax Assessment Appeal Board (1)

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

- \* **2:40 p.m. - Closed Session-** Mr. Ralph Taylor, Mr. Charles Cavanaugh, Ms. Julie Widdowson, Mr. Kirk Simpkins, Mr. Robin Cockey

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)(7) consult with counsel to obtain legal advice.

- \* Denotes Action Item

BOARD OF COUNTY COMMISSIONERS  
FOR SOMERSET COUNTY  
January 7, 2020

At 2:00 p.m., President Craig Mathies, Sr., called the Board of County Commissioners for Somerset County to open in Regular Session. Also, present for the meeting were Commissioner Vice President Charles Laird, Commissioner Randy Laird, Commissioner Eldon Willing and Commissioner Rex Simpkins.

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

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

**Closed Session Summary Report January 7, 2020**

On January 7, 2020, at 2:34 p.m. until 4:22 p.m., at 11916 Somerset Avenue, Room 111, upon a motion made by Commissioner Rex Simpkins, and seconded by Commissioner Eldon Willing, 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) (7) consult with counsel to obtain legal advice.

Present for the Closed Session Meeting were President Craig 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, Emergency Services Director Yvette Cross, Tourism Director Julie Widdowson, Solid Waste and Maintenance Director Charles Cavanaugh, Attorney Robin Cockey, Ms. Sarah Burky and Attorney Kirk Simpkins. Topics discussed were: (1) Hiring of PT Tourism Assistant (2) Hiring of Transfer Station Attendant (3) Consult with Counsel. Actions taken during closed session: (1) Hiring of PT Tourism Assistant (2) Hiring of Transfer Station Attendant.

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Minutes from the Commissioner Board of Health Meeting on December 17, 2019, the Commissioner Special and Closed Session meetings held on December 17, 2019 and the Commissioner Closed Session meeting held on December 3, 2019 were approved as presented

upon a motion made by Commissioner Eldon Willing and seconded by Vice President Charles Laird. The motion carried unanimously.

Ms. Veroncia Stancliff, Support Specialist, was asked to come forward to accept a proclamation proclaiming January 2020 as National Mentoring Month. Mr. Taylor proceeded to read the proclamation into record, and Ms. Stancliff was thanked for attending our meeting today.

Mr. Charles Cavanaugh, Director of Solid Waste and Maintenance, was asked to come forward to present Wetland Delineation Proposals received for the Boards consideration for Landfill expansion at the current Westover site:

<u>Firm:</u>	<u>Cost</u>	<u>Season</u>
<b>EA Engineering</b>	\$7,900.00	Winter Only
	\$1,900.00	Spring Season
Total:	<b>\$9,800.00</b>	
<b>Maryland Environmental Service</b>	<b>\$13,841.00</b>	Two Visits/Winter & Spring
<b>Geosyntec Consultants</b>	\$21,040.00	Winter
	\$17,854.00	Spring
	\$ 5,988.00	Report
Total:	<b>\$44,882.00</b>	

Mr. Cavanaugh explained that EA Engineering covers what is needed, and was his recommendation. The Maryland Environmental proposal was not as detailed, and it was noted that a full report would not be given.

A motion was made by Commissioner Simpkins to award the proposal for Wetland Delineation to EA Engineering for \$9,800.00. Vice President Charles Laird seconded the motion. The motion carried unanimously.

Ms. Yvette Cross, Emergency Services Director, came forward at this time to present a Memorandum of Understanding (MOU) between the State of Maryland DoIT, the City of Crisfield and the Somerset County Department of Emergency Services concerning agreed space at the tower site owned by Somerset County located at the Crisfield Fire Department. Somerset County will allow the State to place an antenna on our tower to improve the poor communications experienced by radio users on Smith Island and some areas in Crisfield. The State of Maryland will be placing a shelter building at the fire department and will allow Somerset County to place radio equipment in this site. Currently, the equipment is in a small storage closet located upstairs in the fire department.

Attorney Simpkins has reviewed the MOU and found it legally sufficient.

Upon a motion made by Vice President Charles Laird and seconded by Commissioner Randy Laird, it carried unanimously to approve the President's signature on the MOU as presented. The motion carried unanimously.

Next, Mr. Gene Adkins, Finance Director, came forward to discuss the upcoming county budget session. He first advised that Mr. Herb Geary, TGM will be in attendance at the January 21, 2020 meeting to provide the full budget report. He then provided tentative results for the FY19 Audit, advising that the county had a very good year. The final number for revenue excess in the General Fund was reported to be \$1,790,869. The primary reason is twofold; the two largest revenue items (Personal Property Tax (Solar Project) and Income Tax) for the county resulted in revenue that was greater than anticipated.

Mr. Adkins then distributed the "Change for Reassessment" spreadsheet explaining that Somerset County reflected a 1.2% increase for residential and commercial assessments, which was very encouraging to see.

He then requested Board guidance regarding departmental letters, reminding the Board that with the expectation of a flat assessment last year, Department Heads were asked to "hold the line". The Board was in consensus to again ask Department Heads to hold the line again this year.

Ms. Kristen Tremblay, Department of Technical and Community Services, came forward at this time to present a FY20 Maryland Census Grant in the amount of \$20,000 for the Boards approval. Ms. Tremblay explained that these grant funds will be used to promote the upcoming 2020 census.

Upon a motion made by Commissioner Randy Laird, seconded by Vice President Charles Laird, it carried unanimously to authorize President Mathies to sign the FY20 Census Grant Agreement as presented.

A Clearinghouse Review Project (MD20191120-1005) was received for FY19 Pre-Disaster Mitigation (PDM)/Flood Mitigation Assistance (FMA) for the Crisfield Tide Gates, Culvert Modification and Pumping Stations. This project will address the identified hazards of repeated flooding during storms and high tides and is meant to address frequent flooding occurring multiple times each year. The recommendation was made to code this review as C5 (it is consistent with our plans, programs, and objectives).

Commissioner Randy Laird made a motion to code Clearinghouse Review MD20191120-1005 as C5. Vice President Charles Laird seconded the motion. The motion carried unanimously.

A letter was received from the Maryland Department of Transportation/Maryland Aviation Administration, advising that the State will pay up to \$37,226 of grant funding awarded regarding the obstruction removal services at the Crisfield-Somerset County Airport.

Additionally, the U.S. Department of Transportation/Federal Aviation Administration sent a letter regarding the Crisfield-Somerset County Airport Capital Improvement Plan for FY20-2025; advising of the list of qualified projects that they are hoping to submit for Airport Improvement Plan funding.

Correspondence was received from Ms. Claudia Nelson, Social Services Director, recommending the appointment of Ms. Lynell Pugh to the Social Services Advisory Board.

A motion was made by Vice President Charles Laird, and seconded by Commissioner Simpkins to appoint Ms. Pugh to the Social Services Advisory Board as recommended. The motion carried unanimously.

Ms. Nelson also requested the Boards approval to reappoint Mr. Kirkwood Cottman to a second three-year term.

Open a motion made by Commissioner Randy Laird, and seconded by Vice President Charles Laird, it carried unanimously to reappoint Mr. Cottman to serve a second term on the Somerset County Social Services Advisory Board.

Next, Mr. Taylor presented the following surplus property offers received from Mr. David Barone. It was noted that a deposit of 10% is now required on all offers:

- **Account 03-043800/Tulls Corner Road.** Listed price was \$795.00. Mr. Barone offered \$800.00.

A motion was made by Commissioner Randy Laird to accept Mr. Barone's offer of \$800.00 for Account 03-043800. Vice President Charles Laird seconded the motion. The motion carried unanimously.

- **Account 04-063651/32767 Costen Road.** Listed price was \$1,911.00. Mr. Barone offered \$1,920.00. No action was taken.

- **Account 09-161961/10842 Toddville Road.** Listed price was \$2,332.00. Mr. Barone offered \$2,340.00.

A motion was made by Commissioner Simpkins to accept Mr. Barone's offer of \$2,340.00 for Account 09-161961. Commissioner Willing seconded the motion. The motion carried unanimously.

- **Account 12-008600/Boone Road.** Listed price was \$503.00. Mr. Barone offered \$510.00.

A motion was made by Commissioner Simpkins to accept Mr. Barone's offer of \$510.00 for Account 12-008600. Commissioner Willing seconded the motion. The motion carried unanimously.

- **Account 12-010044/Asbury Avenue.** Listed price was \$823.00. Mr. Barone offered \$850.00.

A motion was made by Commissioner Randy Laird to accept Mr. Barone's offer of \$850.00. Vice President Charles Laird seconded the motion. The motion carried unanimously.

- **Account 04-063651/32767 Costen Road.** Commissioner Simpkins asked to revisit the offer Mr. Barone made of \$1,920.00.

Commissioner Simpkins made a motion to accept Mr. Barone's offer made of \$1,920.00 for Account 04-063651. Commissioner Willing seconded the motion. The motion carried unanimously.

Next, Mr. Taylor presented the Planning Commission reappointment requests received for Mr. Glen Ains, (Commissioner Simpkins' district), expiring January 5, 2020, and Ms. Kathleen Garton, (Commissioner Randy Laird's district), expiring January 27, 2020. Both have indicated they would like to continue to serve.

Commissioner Randy Laird made a motion to reappoint Ms. Kathleen Garton to serve on the Planning Commission. Vice President Charles Laird seconded the motion. The motion carried unanimously.

Commissioner Simpkins advised he had another name he would like to present at the next meeting. Therefore, no action was taken regarding the reappointment of Mr. Ains. Commissioner Simpkins requested that a letter be sent thanking Mr. Ains for his service.

At 2:34 p.m., the Board entered into Closed Session upon a motion made by Commissioner Simpkins and seconded by Commissioner Willing, 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) (7) consult with counsel to obtain legal advice.

With no further business, the Commissioner and Closed Session meetings were adjourned at 4:22 p.m., upon a motion made by Commissioner Randy Laird and seconded by Vice President Charles Laird. The motion carried unanimously.

Approved by:



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Board of County Commissioners  
For Somerset County

Respectfully Submitted:



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Lory E. Ebron  
Executive Aide