



**AGENDA**  
**February 4, 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 of Solid Waste and Maintenance
  - Bid Opening- Daughterytown Road Tide Gate Installation
  - FY21 Tipping Fees/Transfer Station Permit Fees
- \* 1:15 p.m. - Ms. Kristen Tremblay, DTCS and Mr. Jared Parks, Lower Shore Land Trust
  - Rural Legacy Program
- \* 1:20 p.m. - Sheriff Ronnie Howard
  - Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA)

**Correspondence:**

**Received**

- \* MD Clearinghouse Project Review re: MD20200129-0070 Smith Island Historic District
- \* MD Dept. of Housing and Community Development re: Waiver MD-20-CD-25 Blight Removal
- \* Mr. Gary Pusey, DTCS re: Fee Waiver Request/Smith Island United

**Sent**

President Garland Hayward, Town of Princess Anne re: Planning Commission Appointment  
Mr. Luke Marcek, DNR/Somerset County Forestry Board re: Agricultural Reconciliation Board Appointment

**Discussion:**

- \* 1. Bid Award- Lease of three (3) parcels of County owned Ag land
- \* 2. Current Commission and Board Vacancies:
  - Lower Shore Workforce Alliance (1/Business Representative)
- \* 3. Proclamation Request

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

- \* **1:45 p.m. - Closed Session-** Mr. Ralph Taylor  
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  
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At 1:00 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, and Commissioner Eldon Willing.

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. Commissioner Rex Simpkins joined the meeting at this time.

**Closed Session Summary Report February 4, 2020**

On February 4, 2020, at 1:22 p.m. until 2:34 p.m., at 11916 Somerset Avenue, Room 111, upon a motion made by Commissioner Rex Simpkins, and seconded by Commissioner 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) (8) consult with staff, consultants, or other individuals about pending or potential litigation.

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, DTCS Director Gary Pusey and Attorney Kirk Simpkins. Topics discussed were: (1) Employee Probationary to Permanent Status (2) 1% COLA Increase (Grant Funded Positions) (3) Housing Rehabilitation Specialist/Inspector Vacancy (4) Potential Litigation. Actions taken during closed session: (1) Approval to move employee from probationary to permanent employee status (2) Approval for 1% COLA increase/Grant Funded positions.

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Minutes from the Commissioner Meeting held on January 21, 2020, were approved as presented upon a motion made by Commissioner Simpkins and seconded by Vice President Charles Laird. The motion carried unanimously.

Mr. Charles Cavanaugh, Director of Solid Waste and Maintenance, came forward at this time to accept sealed bids received regarding the Daughterytown Road Tide Gate Installation project. President Craig Mathies opened the sealed bids received as follows:

<u>Bidder:</u>	<u>Amount:</u>
Doug Vann	\$9,748.00

Mr. Cavanaugh advised that he had spoken with 2 others, and sent out 5 bid packages for this project. He stated the bid received seems reasonable, and recommended the bid be awarded to Mr. Vann.

A motion was made by Commissioner Randy Laird, and seconded by Vice President Charles Laird to accept the bid received from Doug Vann in the amount of \$9,748.00 for the Daughterytown Road Tide Gate Installation project. The motion carried unanimously.

Mr. Cavanaugh advised the Board that he would like to discuss FY21 Tipping and Transfer Station fees at the next scheduled meeting. Mr. Cavanaugh left the meeting at this time.

Ms. Kristen Tremblay, Department of Technical and Community Services and Mr. Jared Parks, Lower Shore Land Trust joined the meeting to present the submission of the Rural Legacy Grant application for approval. The Maryland Rural Legacy Program, enacted in 1997, covers more than 1,000,000 acres statewide. Somerset County has a single Rural Legacy Area (RLA), the Dividing Creek RLA, that is shared with Worcester County. The application being presented today is asking for \$1,000,000 to fund the expansion request approved last year, but not funded. If funds are awarded, Somerset County projects will be prioritized.

A motion was made by Vice President Charles Laird to move forward with the Rural Legacy Grant application. Commissioner Simpkins seconded the motion. The motion carried unanimously.

Sheriff Ronnie Howard came forward at this time to present the Commission on Accreditation for Law Enforcement Agencies, Inc., (CALEA) grant application for signature. Sheriff Howard explained that his office has taken steps to be nationally accredited through CALEA. He advised he has been working on this accreditation for a few years now, putting policy and procedures in place. Representatives have been onsite to the new location, and were impressed with the office. Sheriff Howard feels this accreditation will protect the county from frivolous lawsuits. The grant amount in the amount of \$11,450, is based on the number of authorized full-time employees. Sheriff Howard advised that there is an annual fee of \$4,550 required, which he

will budget for annually. Accreditation is reassessed every four years, and an audit will be performed yearly. The governing authority is required to sign this grant application submission; and Sheriff Howard requested approval for the President's signature on the application as presented.

A motion was made by Vice President Charles Laird to authorize President Mathies to sign the CALEA grant application. Commissioner Willing seconded the motion. The motion carried unanimously.

Mr. Taylor continued with correspondence and discussion items.

A Maryland Department of Planning Clearinghouse Review was received for the Smith Island Historic District S-536 designation for Village Streets in Ewell, Tylerton, and Rhodes Point (MD20200129-0070). Mr. Taylor recommended a C-5 designation (It is consistent with our plans, programs and objectives).

A motion was made by Commissioner Randy Laird to designate the Clearinghouse Review for the Smith Island Historic District as C-5. Commissioner Simpkins seconded the motion. The motion carried unanimously.

A letter was received from Ms. Cindy Stone, Maryland DHCD advising that the state has approved the county's request for a waiver of minimum draw requirement for grant number MD-20-CD-25 Blight Removal. It was noted that the project must be completed by July 31, 2021.

A request for a waiver of permit fees, in the amount of \$410.00 was received from Smith Island United to construct a marsh overlook at the Community Park in Ewell. Grant funding will not cover the cost of permit fees.

A motion was made by Commissioner Randy Laird to waive the permit fees for the marsh overlook project in Ewell. Vice President Charles Laird seconded the motion. The motion carried unanimously.

Next, Mr. Taylor advised that "Southern Ag" was the high bidder (\$8,117.00) to lease 3 county ag parcels in the Westover area. The lease is currently being drafted. It was requested that language be included in the lease that will prohibit subleasing of the parcels by the lessee. Mr. Taylor requested the Boards approval to award the bid to Southern Ag and authorize signature on the lease agreement when it is completed.

A motion was made to award the bid submitted by Southern Ag for \$8,118.00 annually to lease three (3) ag parcels, and authorize Mr. Taylor to sign the lease. Commissioner Willing seconded the motion. The motion carried unanimously.

A proclamation request was received from Sheriff Ronnie Howard to recognize the retirement of Master Trooper Paul Zimmerman.

A motion was made by Commissioner Simpkins to approve the proclamation request recognizing the retirement of Trooper Zimmerman. Commissioner Willing seconded the motion. The motion carried unanimously.

Mr. Robert J. McIntyre requested to address the Board. Mr. McIntyre stated he was not aware Rural Legacy was coming up today, and he asked that everyone pay attention to the 4<sup>th</sup> paragraph as it means the most to everyone in the county whether on a watershed or not. He also requested different department heads be asked to have the agenda's and minutes and different things up on the website are up to date and not lagging behind.

With no further business, at 1:22 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 Commissioner Willing, 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 Commissioner and Closed Session meetings were adjourned at 2:34 p.m., upon a motion made by Commissioner Simpkins 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