

Due to State regulations with COVID-19, no more than 10 people will be permitted in the County Commissioners meeting room during public meetings. Live audio of the meeting will be available by clicking on the link provided on the County's website, or by entering this web address in your internet address bar: http://mixlr.com/somerset_county_commissioners/. Public comments will be accepted by phone or email. Minutes will be made available to the public via the County's website upon approval. We thank you for your cooperation during this time.



AGENDA
April 28, 2020
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. - Mr. Charles Cavanaugh
 - Bid Opening- Deal Island Road Drainage Ditch Maintenance Project
- * 2:05 p.m. - Mr. Gary Pusey
 - CDBG Block Grant/ MD-18-HI-6 Homeless Shelter Operating

Correspondence:

Received

- * Somerset County Department of Social Services – Advisory Board Appointment

Sent

Mr. Gregory Slater, Secretary of Transportation re: Somerset County Priority Letter/Improvements
Mr. Eugene “Skip” W. Colborn re: Planning Commission Appointment

Discussion:

- * 1. Coronavirus Relief Fund Plan
- * 2. Tipping Fee Waiver Request
- * 3. Surplus Property Purchase Request

Public Comments: As always, the County Commissioners encourage comments from the public; however, due to COVID-19 we are requesting comments be made by phone and/or email during this time. Thank you for your cooperation and understanding.

- * **2:30 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 (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

- * Denotes Action Item

BOARD OF COUNTY COMMISSIONERS
FOR SOMERSET COUNTY
April 28, 2020

It should be noted that due to the COVID-19 pandemic, attendance at the meeting was strictly limited to 10 persons and social distancing (masks optional) was practiced during the meeting. An audio link was provided for the General Public.

At 2:00 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 Commissioner Eldon Willing and Commissioner Simpkins. Vice President Charles Laird and Commissioner Randy Laird were absent from today's meeting.

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 April 28, 2020

On April 28, 2020, at 2:30 p.m. until 2:40 p.m., at 11916 Somerset Avenue, Room 111, upon a motion made by Commissioner Simpkins, and seconded by Commissioner Eldon Willing it carried 3-0 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 (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition.

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

Also present were County Administrator Ralph D. Taylor, Executive Aide Lory Ebron. Topics discussed: (1) Crisfield-Somerset County Airport Project. Actions taken during closed session: (1) Approval to authorize signature on letter.

Minutes from the Commissioner Special Session and Closed Session meetings held on April 21, 2020 were approved as presented upon a motion made by Commissioner Simpkins and seconded by Commissioner Eldon Willing. The motion carried 3-0. Minutes presented for the Work, Special and Closed session meetings held on March 10 were tabled.

Mr. Charles Cavanaugh, Director of Solid Waste and Maintenance came forward at the time to present sealed bids received regarding the Deal Island/Hodson White Road Drainage Ditch Maintenance Project. He explained the work that will be involved with this project that involves 1,500 +/- feet and will include working limited hours with the State Highway Administration (SHA) for traffic control because of the location. Due to particular circumstances with this project, he is anticipating the bid submissions to be higher than usually received. President Mathies proceeded to open the sealed bids received as follows:

<u>Bidder:</u>	<u>Amount:</u>
Mark Bozman	\$18,800.00
Doug Vann	\$21,250.00

A discussion was held regarding the original ditch currently there, which has been determined to actually be on private property, outside the SHA right of way. Mr. Cavanaugh advised that the SHA performed a survey and created the original ditch, which is not properly functioning. It is felt that this project will correct flooding issues existing in the area.

Commissioner Willing questioned if the county had any recourse regarding the original ditch; however, if this project will correct the issue for the residents, he would be in favor. Mr. Cavanaugh noted that the SHA is not taking any claim to the original ditch.

A motion was made by Commissioner Willing to approve the bid submitted by Mark Bozman for \$18,800.00. Commissioner Simpkins seconded the motion. The motion carried 3-0.

Mr. Gary Pusey, Director of the Department of Technical and Community Services came forward at this time to present a CDBG Block Grant Agreement amendment (MD-18-HI-6/Homeless Shelter Operating). The intent of these funds is to provide additional funds for homeless activities and the continued operation of the homeless shelter. Mr. Taylor further explained that \$50,000 has been allocated for the Lower Shore Shelter (recipient) with the Somerset Committee for the Homeless, Inc. (or another entity) being the subrecipient. The County will have additional discussions with Dick Scott and their Board as they have indicated they have concerns due to the COVID-19 crisis. It was noted that the Health Department is now no longer interested in the grant, as the layout doesn't fit their needs. Ms. Stone feels strongly about the need for a homeless shelter in the county. Mr. Taylor made the recommendation to accept the grant agreement. It was noted that the county will have until June 30, 2021 to utilize the grant, which will allow time for additional discussion to determine the best use of this funding.

A motion was made by Commissioner Simpkins to authorize signature on CDBG Grant MD-18-HI-6/Homeless Shelter Operating to grant agreement amendment. Commissioner Willing seconded the motion. The motion carried 3-0.

Mr. Taylor continued with correspondence and discussion items.

A letter was received from Ms. Claudia Nelson recommending the reappointment of Ms. Jackie Wheatley DeMoss as a member of the Social Services Advisory Board. If reappointed, Ms. DeMoss's term will continue until June 30, 2023.

Upon a motion made by Commissioner Simpkins and seconded by Commissioner Willing, it carried 3-0 to reappoint Ms. DeMoss to the Somerset County Social Services Advisory Board for a three-year term expiring June 30, 2023.

The Somerset County Priority Letter for Recommended Transportation Improvements, sent to Secretary Gregory Slater, Maryland Department of Transportation was reviewed.

Finally, the letter sent to Mr. Eugene "Skip" Colborn, was noted, advising of his appointment representing the Town of Princess Anne to serve on the Planning Commission.

Next, Mr. Taylor asked Mr. Gene Adkins, Finance Director and Ms. Sharon Muir, Internal Auditor, to come forward to present the plan of proposed use of Maryland Grant Funding under the CARES Act relating to the COVID-19 virus. Mr. Taylor advised the County was informed of the funding on April 16, 2020, and the plan submission is due by May 1, 2020. Mr. Taylor advised that a sub committee was formed (consisting of Ms. Muir, Mr. Adkins, Mr. Taylor, Ms. Yvette Cross, Ms. Erica Yeager) to formulate the plan for the county's responsibility of 50%. It was noted that the total allocation to Somerset County is \$4,469,794, and will be divided 50/50 (\$2,234,897 each) with the Somerset County Health Department. Of the 50% share to the County, the following breakdown is being proposed:

- 5% (\$223,490) would be allocated to the City of Crisfield
- 5% (\$223,490) to the Town of Princess Anne
- 16.77% (\$750,000) to Somerset County Economic Development Commission for redistribution to qualifying small businesses
- 23.23% (\$1,037,917) to be used for other entities/departments within Somerset County as follows:
 - 3.74% (167,093) for IT equipment and related costs for teleworking and health precautions
 - 9.02% (\$402,938) for County Public Schools to assist with providing more laptops/tablets for students, technological improvements in connection with school closings to enable compliance with COVID-19 precautions
 - 1% (\$44,698) for overtime incurred relating to COVID-19 as well as employees who were provided sick and FMLA leave to enable compliance with COVID-19 public health precautions
 - 2% (\$89,396) to expand supplies at the local Food Bank for additional food deliveries to residents (seniors and other vulnerable populations)

- 2% (\$89,396) for local fire departments and EMS units to expand equipment needs (36 radios)
- 1.23% (55,000) for the local Commission on Aging for incurred additional costs relating to transportation, communication and sanitation to provide meals to our senior citizens
- 1% (\$44,698) to go towards the mailing of election ballots and the “Live Streaming” process to monitor incoming votes
- 1% (44,698) for a storage facility to store Personal Protection Equipment (PPE)
- 2.24% (\$100,000) for assistance to non-profit organizations to assist with expenses for care for the homeless and other vulnerable populations to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions

The Board considered the recommendations and it was noted that the plan can be amended if needed. It is imperative that this initial proposed plan be submitted before the May 1, 2020 deadline.

Therefore, upon a motion made by Commissioner Simpkins and seconded by Commissioner Willing, the Proposed Use of Maryland Grant Funds plan, totaling \$4,469,794, was approved for submission. The motion carried 3-0.

Next, Mr. Taylor presented a tipping fee waiver that was received from Economy Tree, the contractor performing work for the Crisfield-Somerset County airport obstruction removal project. Mr. Cavanaugh and Mr. Redden were contacted and made aware that debris had been found by Economy Tree in the process of tree removal for the airport obstruction removal project. Tipping fees at the county landfill totaled \$6,713.34. Because this is an unexpected fee incurred, Economy Tree has requested a waiver as they have disposed of the debris, feeling it was the right thing to do. Commissioner Simpkins questioned if the company had an opportunity to look at the area before submitting their bid. Commissioner Willing expressed his concern that contact/approval was not made before taking the debris. Before rendering a vote, the Board requested additional clarification on the matter.

Mr. Taylor next presented surplus property offers received from William Tyler. Mr. Tyler has offered to purchase four properties. The Board approved the following regarding Mr. Tyler’s offers. A 10% fee deposit is required within 7 days:

Account 12-010303/1-acre Ape Hole Road (Map 0072 Parcel 1312) for \$465.00 plus closing costs upon a motion made by Commissioner Simpkins, seconded by Commissioner Willing. The motion carried 3-0.

Account 12-007981/.50 acres Ape Hole Road (Map 0072 Parcel 0653) for \$504.00 plus closing costs upon a motion made by Commissioner Willing, seconded by Commissioner Simpkins. The motion carried 3-0.

Account 12-006691/2940 Ape Hole Road (Map 0072 Parcel 0657) for \$1,009.00 plus closing costs upon a motion made by Commissioner Simpkins, seconded by Commissioner Willing. The motion carried 3-0.

Account 12-008007/1-acre Ape Hole Road (Map 0072 Parcel 0654) for \$465.00 plus closing costs upon a motion made by Commissioner Willing, seconded by Commissioner Simpkins. The motion carried 3-0.

Lastly, Mr. Taylor presented a letter of support request, made on behalf of the Somerset County Humane Society by Mr. Jack Mills, to support grant funding opportunities they will be applying for this year. The good work they do was noted.

Upon a motion made by Commissioner Simpkins, and seconded by Commissioner Willing, it carried 3-0 to authorize President Mathies to sign the letter of support as requested by Mr. Mills.

With no further business, at 2:30 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 Eldon 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 (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition. The motion carried 3-0.

The Commissioner and Closed Session meetings were adjourned at 2:40 p.m., upon a motion made by Commissioner Simpkins and seconded by Commissioner Willing. The motion carried 3-0.

Approved by:



Board of County Commissioners
For Somerset County

Respectfully Submitted:



Lory E. Ebron
Executive Aide