

**COUNTY COMMISSIONERS OF CAROLINE COUNTY**  
109 Market Street, Room 106, Denton, Maryland

**MINUTES**  
**June 27, 2018**

**Present:** President Larry C. Porter, Wilbur Levensgood Jr., Vice President; Daniel J. Franklin; Commissioner; County Administrator Ken Decker; Chief of Staff Sara Visintainer and County Attorney, Heather Price

The meeting convened at 6:10 p.m. Following the Invocation and Pledge of Allegiance, President Porter called for **Public Comment**.

**Consent Agenda:** The following items were approved by unanimous consent.

- Minutes: Open Sessions of May 15, 2018 and June 5, 2018; Closed Sessions of May 1, 2018 and May 15, 2018
- 2014 Bond Transfer in the Amount of \$111,818.79 for the Payment of Engineering on Long Swamp Road Bridge and Smithville Road Bridge
- Professional Service Agreement for Board of Zoning Appeals Attorney (Thompson)
- Contract with Mid-Shore Behavioral Health to Provide a Detention Center Criminal Justice Treatment Program
- Resolution #2018-017, Compensation Plan – Amendment to Compensation Philosophy
- Resolution #2018-018, Development and Financing of Additional Capacity at Mid-Shore II Regional Landfill
- FY2019 Sex Offender Compliance and Enforcement (SOCM) Grant Application
- Reappointment to MidShore Behavioral Health Board of Directors (Todd)
- Reappointment to Upper Shore Workforce Investment Board (Weeks, Brustien)
- Letter of Support for For All Seasons Grant Application to the Caroline Foundation
- Letter of Support for Choptank Community Health Grant Application to the Caroline Foundation

**Action Agenda:**

- Professional Service Agreement with Maven and Smith for Marketing Services: On motion by Commissioner Franklin and seconded by Commissioner Porter, the Commissioners approved the agreement. Commissioner Levensgood abstained from the vote because he stated he needed more information.
- FY2018 Audit Agreement with Hertzbach for DaySpring I and II: On motion by Commissioner Franklin and seconded by Commissioner Levensgood, the Commissioners approved the agreements. Commissioner Porter abstained because his business does business with Interfaith Housing Development Corporation, the entity that manages they Dayspring properties.
- Letter of Support for University of Maryland Shore Regional Health Certificates of Exemption for Dorchester County Project: Unanimously approved on motion by Commissioner Levensgood, and seconded by Commissioner Franklin.
- Law Enforcement Training Scholarship (LETS) Grant Acceptance: Unanimously approved on motion by Commissioner Franklin, and seconded by Commissioner Levensgood.
- P.O. 2019-00000016 and Accompanying Contract, Maryland Environmental Service, \$60,000, for Operation of Collection Sites: Unanimously approved on motion by Commissioner Levensgood, and seconded by Commissioner Franklin.
- P.O. 2019-00000017 and Accompanying Contract, Correct Rx Pharmacy Services, for Prescription Services at Detention Center: Unanimously approved on motion by Commissioner Levensgood, and seconded by Commissioner Franklin.


**County Administrator's Report:**

- The Detention Center uses Jailcraft, Inc. to do cell maintenance, and would like to enter into a continued agreement with the company as a sole source contract, which requires the approval of the Commissioners under the Purchasing Code. There is no other vendor in the area, and the next closest vendor in Virginia has refused to travel that far for service. The Commissioners expressed their concurrence with proceeding as a sole source contract, the amount of which is within the Acting Warden's purchasing authority.
- Mr. Decker briefed the Commissioners on an issue related to the transfer of an affordable housing project, and the County's existing payment-in-lieu of taxes agreement. The entity with which the County had the agreement, Interfaith Housing Development Corporation, is dissolving and the entity which has bought the property wants to obtain the ability to keep the tax credit. Following discussion, on motion by Commissioner Levengood and seconded by Commissioner Franklin, the Commissioners voted to terminate the payment-in-lieu of taxes agreement with Interfaith Housing Development Corporation. Commissioner Porter abstained because his business does business with Interfaith Housing Development Corporation, the entity that manages the Dayspring properties.
- An update on the Technical Advisory Committee review of surface mining applications took place, and Mr. Decker and Ms. Price provided information. The Commissioners asked staff to obtain information regarding the timeline of a State approval process and the content of an original permit. Staff also provided information on the applicability of the Road Design Manual and Road Code.
- Mr. Decker reported on the traffic study for the intersection of Holly Road and Central Avenue, which did not meet warrants for a four-way stop. The report suggested changing the direction of the two-way stop. Mr. Decker stated that Public Works would explore other ways to make the intersection safer.
- A letter was sent to Dorchester County regarding money owed to the County for Back Landing Bridge.
- Mr. Decker reported on efforts to transition the management of the Dayspring properties from Interfaith Housing Development Corporation.
- Mr. Decker provided an update on the Office of Human Resources phased reoccupation of the Goldsborough House.

**Commissioners Open Discussion Period:**

- Commissioner Porter asked staff to discuss with the State Highway Administration the ability to add a left turn lane from River Road on to Route 404. Mr. Decker stated he would explore the issue and that the County would have to widen River Road in order to allow enough space for the stacking of cars and allow the through traffic to go forward.
- Commissioner Franklin asked staff to set up a meeting with the Caroline Hospice Foundation and Compass Regional Hospice to discuss the provision of hospice services.
- Commissioner Levengood stated that he would be attending the upcoming Maryland Association of Counties Board of Directors retreat.
- Commissioner Porter reported on a conversation he had had with a local business that is engaged in innovative farming practices, and thanked Economic Development Director Debbie Bowden for following up to offer assistance to the business.

There being no further business, the meeting adjourned at 7:25 p.m.

  
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Sara B. Visintainer, Chief of Staff