

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

MINUTES
January 22, 2019

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

President Porter called for **Public Comment** and Pastor Reynold came to the podium to thank the Department of Emergency Services team for their speedy and professional service during a medical emergency he recently had with his family.

Proclamation for National Mentoring Month: January 2019 is National Mentoring Month in Caroline County. Big Brother Big Sister of the of the Eastern Shore is working hard to ensure children benefit from additional guidance outside of their homes. Mentors and caring adults serve as essential sources of inspiration, lifting up young people and positioning them to build a better future. The initiative of Big Brothers Big Sisters is to reach every young person regardless of who they are or where they come from.

Presentation and Demonstration of Donated Medical Equipment for the EMS: Ken Kozel, CEO, Shore Regional Health, was accompanied by medical staff who helped support and transition the Eastern Shore as one of the top medical facilities that for pulmonary health. Bryan Ebling, Director, Caroline County Emergency Services, stated that Shore Regional Health recently provided all ambulances with new EKG machines that will send reports of pulmonary issues directly to the emergency room, so when the paramedics arrive to the hospital, medical staff already has information on the patient.

The Commissioners thanked Mr. Kozel as well as his staff for their continued support and efforts to provide faster medical care to the Eastern Shore and more specifically Caroline County residents. The Department of Emergency Services did a demonstration of one of the new EKG machines that would be placed on all ambulances and showed the Commissioners how the report is finalized and sent to the hospital.

Update on 2nd Quarter Revenues and Expenditures: Margaret Roe, Director, Office of Finance, stated that the County has currently received \$31,900,602.57 of its estimated revenues which will total to \$48,452,712. Ms. Roe stated that Expenditures as of December 31, 2018 were \$21,104,061.10. She explained that revenues are over expenditures by \$10,796,541.47. The County has received 66% of estimated revenues and have spent 45% of estimated expenditures. Ms. Roe informed the Commissioners that the Office of Finance would be moving forward with a bid for auditing services. She stated every five years the County must bid this service in order to ensure the County is getting an unbiased and fair auditing service.

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

- Maryland Community Development Block Grant Program Semi Annual Report (St. Martin's)
- Maryland Community Development Block Grant Program Semi Annual Report (Benedictine)
- FY2019 2nd Quarter Contingency Expenses
- P.O #2019-316 and Accompanying Contract, GMB for Stormwater Design Project, \$74,000.00
- P.O#2019-323 and Accompanying Agreement, ADP for 12 months of Payrolls Services, \$52,560.54
- Renewal Maintenance and Support Agreement, Carousel Industries for 9-1-1 Phone Services through June 2019
- Letter of Support for Rural Legacy Area Priorities

- Letter of Recognition for Service to the Agriculture Advisory Board (Robinson)
- Appointment to Recreation and Parks Advisory Board (Keogh, Parker, and Porter)

Action Agenda:

- Employment Agreement for County Administrator (Goldman). On motion by Commissioner Franklin, Seconded by Commissioner Levensgood, the Commissioners unanimously approved the Contract for County Administrator
- Employment Agreement for Deputy Director, Department of Emergency Services (Sierra). On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners unanimously approved the Contract for Deputy Director, Department of Emergency Services.

Acting County Administrator:

- Ms. Visintainer stated that she would like to thank all of the department heads and county staff that worked with her will she was in the role of Acting County Administrator. She stated that Caroline County truly has strong relationships with their partner agencies and she is grateful for the opportunity to serve the County in that capacity.
- She stated that legislative session has officially begun, and she will start to give updates each meeting on important legislation that may impact the County.

Commissioners Open Discussion:

Commissioner Levensgood stated that he has been attending the Clean Chesapeake Coalition meetings and toured the Senate offices last week. He also stated that he has been busy attended that annual volunteer fireman associations banquets and installation of new officers.

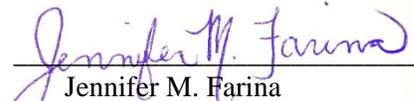
Commissioner Porter thanked Ms. Visintainer for stepping up and taking on the acting role of County Administrator until a new hire was made. He stated that he would like to look into who is currently represented on the LOSAP committee, and that he has been attending several events over the weekend in the community.

At 7:06 p.m. on motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners convened into closed session for the following: Discussion of the Employment of an At-Will Employee Authority: 2014 Md. Code, State Government 3-305 (b) (1).

At 7:40 p.m. on motion by Commissioner Franklin, seconded by Commissioner Levensgood, the commissioners unanimously reconvened into open session.

President's Report: Commissioner Porter stated that the Commissioners met to discuss hiring for the position of Warden.

There being no further discussion the Commissioners adjourned their meeting at 7:45 p.m.


Jennifer M. Farina
Administrative Coordinator