

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

Minutes
January 28, 2020

Present: President Larry C. Porter; Vice President Daniel J. Franklin; Commissioner Wilbur Levensgood, Jr.; Jeremy Goldman, County Administrator; Sara Visintainer, Chief of Staff; and Jennifer Farina, Administrative Coordinator

Following the invocation President Porter called for **Public Comment** and Blair Carmean came to the podium: Mr. Carmean stated that he wanted to thank the Department of Public Works on their excellent performance fixing an issue regarding a drainage in the Ridgely, he stated that the team did a great job.

Special Presentation: Memorial Korean War Veterans Memorial Recognition: Commissioner Porter stated that the Caroline County Commissioners made a donation to the Korean War Veteran Memorial fund to have the four Caroline County residents who died in the War added to the Memorial Wall. The Korean War Veterans Memorial commemorates the sacrifices of the 5.8 million Americans who served in the U.S. armed services during the three-year period of the Korean War. It honors those who fought and reminds us all that “Freedom Is Not Free.” Funding for the Wall is to come from private donations. The Korean War Veteran’s Memorial Donation has estimated that the wall will cost \$410 per soldier to be honored. When informed of the efforts to raise funds for the memorial, the Commissioners chose to make a donation from the citizens of Caroline County to honor the four members of our community who paid the ultimate price: Wilbur T. Callis, Paul N. Dill, Charles K. Eckard, and John E. Samo.

Discussion of Program Open Space Grant Agreement for Marydel Community Park: Sue Simmons, Director, Caroline County Recreation and Parks, stated the Ridgely Athletic Field Complex was completed by Program Open Space (POS) grant funds. She stated that there is \$11,815 left over that she would like to redirect to the Marydel Community Park project. She explained that if the balance of the funds from the Ridgely Park is not applied to another County project, it would revert back to the State’s general fund and be lost to Caroline County.

The Commissioners asked if there were any additional cost to allow the funds to be reallocated to the Marydel park project. Ms. Simmons stated that there is a \$1,800 match however that would be funded from the Recreation and Parks budget.

On motion by Commissioner Franklin, seconded by Commissioner Levensgood the Commissioners voted to redirect Program Open Space funds in the amount of \$11,815,00 to support the Marydel Park Project.

Discussion of Professional Service Agreement to Submit Application for North County Regional Park: Ms. Simmons stated that she would like to discuss a Professional Services Agreement with Sustainable Science to do planning and engineering for land improvements at North County Regional Park (NCRP). The Department of Recreation and Parks completed a Master Development Plan for public recreation assets at NCRP in 2019. She stated this study was funded in part by Program Open Space funds. Sections of the Choptank River tributary that branches in the northern section of the property are marked by serious erosion and have degraded significantly over a period of years. Since its acquisition in 2016, rain events have increased in frequency and intensity and Soil Conservation, DNR officials, CCRP Staff and Advisory Board members have documented an increase in the loss of land in the tributary area. In partnership with Caroline County Planning and Codes, the Department has identified a funding source to design and construct a solution to the erosion and stream tributary degradation problem. These funds cannot be used for active recreation development, but the application of this funding source means that

the Program Open Space and future Land Waterway Conservation Fund monies will be focused on the construction design and development for the first phase of the active recreation features envisioned by the community. She emphasized that funding for the 20,000 Professional Services contract will come from existing grant funds within CCRP and Planning and Codes and a local match (\$2,000) from the ag revenue account. She stated that the \$20,000 needed is to apply for the grant funding, however if it's not received they will not move forward with completion of the project.

On motion by Commissioner Levengood, seconded by Commissioner Franklin, the Commissioners unanimously voted to sign a Professional Services Contract with Sustainable Science LLC for Improvements at North County Regional Park

FY2020 2nd Quarter Report: Margaret Roe, Director, Office of Finance, briefed the Commissioners on the 2nd Quarter financial report for Caroline County. Ms. Roe stated that as of December 31, 2019 the County has received \$34,890,926.016 of the estimated revenue of \$53,763,879. She went on to state that expenditures are \$22,714,958.30 and revenues are over expenditures by \$12,175,958.32.

Ms. Roe stated that currently the County is over the budget line items for meal reimbursements. The policy has not been updated since 2012. The Commissioners stated that they would like to workshop reimbursement policy for employees at an upcoming meeting, to ensure their numbers are still adequate and suggested staff look at the State and Federal policies, which are updated regularly.

Ms. Roe stated that budget requests are due to the office by Monday and she will have the request ready for the Commissioners by February 18th.

2020 Legislative Update: Sara Visintainer, Chief of staff updated the Commissioners on the following legislation. She stated that HB 1 (SB 1) regarding school construction, recently had its hearing in the House. She stated that this bill will pass and have relevance in Caroline County due to the eligible costs that would be funded partially by the State and County together. She stated that this would help in any upcoming school construction projects.

She informed the board the Choptank Electric Cooperative Broadband bill has not been dropped in the House of Senate yet, however as soon as she received the Bill, she will make sure it is sent to the Commissioners in full.

Consent Agenda: the following items were approved by unanimous consent

- Open Session January 14, 2020 and January 21, 2020 Work Session
- 2020 Census Grant Program Agreement
- Appointment letter to 4- H Park Board (Carrow)

Confirmatory Agenda: the following items were authorized by the board

- On motion by Commissioner Franklin, seconded by Commissioner Levengood, the Commissioners unanimously voted to approve the **Hospice Land Donation Letter**
- On motion by Commissioner Franklin, seconded by Commissioner Porter the Commissioners voted to sign the **Letter of Support for MRDC Application for Housing and Rehab and Emergency Repair**. Commissioner Levengood recused himself to avoid the appearance of a conflict of interest, because he serves on the MRDC Board.

County Administrator's Report:

- Mr. Goldman stated that there have been multiple discussions regarding how the County should purchase or handled their vehicle replacements for light vehicles in the fleet. He stated that there are many programs that allow the county to save money on the turnover and exchange of patrol vehicles. He stated that if the board is interested in learning more about the programs, he will have a workshop at a future meeting. The Commissioners stated that they were interested.

Commissioner's Discussion Period

Commissioner Franklin stated that he has spent time attending several events around the County including many different banquets for the installments of the local fire department members.

Commissioner Levensgood stated that he had the opportunity to attend an Eagle Scout Ceremony as well as the YMCA's Mother and Son Dance where he and Commissioner Porter read the proclamation declaring January as National Mentoring Month in Caroline County.

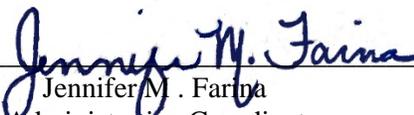
Commissioner Porter stated that he was able to attend many events and he had the pleasure of going to the Young Gentleman's Club at Greensboro Elementary school. He stated that the event allows kids to learn about proper etiquette and manners for home and work-related events.

At 7:13 p.m. On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners moved into **Closed Session for the Discussion of Legal Advice About Applicability of State and Local Laws**. Authority: 2014 Md. Code, State Government §3-305 (b)(7)

At 7:26 p.m. on motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners adjourned Closed Session and reconvened in Open session.

Presidents Report: President Porter stated that the Commissioners received advice from the County Attorney on the applicability of employment contract provisions and the County Ethic Laws.

There being no further discussion the meeting adjourned at 7:33 p.m.


Jennifer M. Farina
Administrative Coordinator