

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

Minutes
May 25, 2020

Present: President Larry C. Porter; Vice President Daniel J. Franklin; Commissioner Wilbur Levensgood, Jr.

The meeting began at 9:00 AM.

Closed Session Report Out: President Porter stated that the Commissioners met in closed session during their May 18, 2021 meeting to discuss the potential development of a business at the industrial park. He stated that no decisions were made, and staff was asked to bring back more information at a later date.

COVID-19 Response Update: Laura Patrick, Health Officer, stated that the positivity rate for Caroline County is continuing to decline, however she still wants to remind those who have not been vaccinated to please wear a mask while out in a crowd. Ms. Patrick stated that during the pandemic there was a total amount of 27 deaths 137 county residents hospitalized. She stated that testing is continuing to occur at the Caroline County Vaccination Center on Legion Road in Denton. Ms. Patrick happily announced that Adult Day Care in the Caroline County Health Department was officially back up and running at full capacity.

Sara Visintainer, Chief of Staff, County Commissioners Office Adoption of the FY2022 County Government Budget: Ms. Visintainer stated that the finalized Operating and Capital FY22 budgets were ready to be adopted. She also stated that the FY22 Tax Rates and Caroline County Government Fee schedule would need to be adopted as well.

- Resolution #2021-008, Establishment of the Fiscal Year 2022 Tax Rates was adopted on motion by Commissioner Franklin, seconded by Commissioner Levensgood.
- Resolution #2021-009, Establishment of the Fiscal Year 2022 Caroline County Government Fee Schedule was adopted on motion by Commissioner Levensgood, seconded by Commissioner Franklin,
- Resolution #2021-010, Adoption of the Fiscal Year 2022 Operating and Capital Budgets was adopted on motion by Commissioner Franklin, seconded by Commissioner Levensgood.

President Porter thanked all staff that worked hard on creating a balanced budget for the upcoming fiscal year. He stated that he wanted to especially thank Margaret Roe, and Danny Fox for yet another smooth budget process.

Development Review Coordinator Planning and Codes: Sherry Bratton, Director, Office of Human Resources, stated that the Development Review Coordinator position for Planning and Codes needed to be updated to reflect changes in the job description. She stated that this description had been approved and drafted by Department Director, Katherine Freeman. Ms. Bratton stated that requirements have changed significantly since the job was first created and now the individual in the position has taken on more training and significant growth. She stated by explain that the position would not be new however the reclassification would move the employee up on the payscale. The Commissioners agreed with all the class specifications changes, and asked Ms. Bratton to bring back the resolution to approve the updates during their next Commissioners meeting.

Consent Agenda: the following items were approved by unanimous consent

- At-Will Employment Contract Caroline County Administrator (Goldman)
- [Dental Service Contract for Caroline County Employees, Effective July 1](#)
- [Community Block Development Grant Agreement for Greensboro Judy Center Project](#)
- [Memorandum of Understanding for Security Goods and Services up to \\$100,00 between the Administrative Office of the Courts and the Caroline County Commissioners](#)

[Memorandum of Understanding Between the Maryland Department of the Environment and the County for FY20 MDE319 Grant Agreement Watershed Restoration Project Design of North County Park](#)

- [Memorandum of Understanding between County Commissioners, Caroline County Public Schools and Choptank Community Health for Summer Learning Center Programs for Recreation and Parks](#)
- [Resolution #2021-011, Disposal of Surplus County Property by Grant for Public Purpose \(103 Gay Street, Denton\)](#)
- [Resolution#2021-012, Disposal of Surplus County Property by Grant for Public Purpose \(406 Old Denton Road, Federalsburg\)](#)
- [Joint Use Agreement for Courthouse Green \(Great Impact Church\) Free Concert and Outreach Event](#)
- [P.O #2021-0429 and Agreement to SHI for Annual Microsoft Enterprise Agreement for Software License, \\$67,887.10](#)

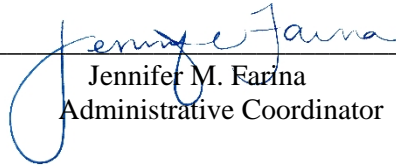
County Administrator's Report

- Mr. Goldman stated that the County had received a complaint regarding the Department of Public Works. He stated that they were looking for direction on who was able to make the decision to close a road off to thru traffic. He stated that it is not the Director of Public Works decision, however it would be the Board of Commissioners. He stated that Mary Berneski in the Office of Law was working on drafting an official response.

County Commissioners Open Discussion Period

Commissioner Levensgood stated that he and Commissioner Porter attended the Chesapeake College Budget Roundtable with the neighboring counties.

There being no further discussion the meeting ended at 10:00AM


Jennifer M. Farina
Administrative Coordinator

Please note: Documents to be discussed during the Commissioners meeting are hyperlinked on the agenda where possible. Click the blue underlined text

Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the state open meetings law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed on the agenda