

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

**Minutes**  
**August 13, 2019**

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

The meeting convened at 6:00 PM. Following the invocation President Porter called for **public comment** and Patrick Allison approached the podium: Mr. Allison stated that he is the current President of the Denton Rotary Club and he would like to invite the Commissioners and County staff to come out on October 19<sup>th</sup> at 9am on 4-H park and do battle on a tug a war competition. This fun competition would raise money for a charity. Each person participating would need to raise \$60.00, with a total of 500 going to charity of the winning team's choice. The Commissioners thanked Mr. Allison for giving them information and stated that they would be in contact with him in the future.

**Update on Tourism Activities and Introduction of New Board Members:** Ceres Bainbridge, Director, Caroline County Office of Tourism, thanked the Commissioners for their annual funding and time to share an update on the Board's activities. She stated that Caroline County has increased each year in tourism funding and activity. Last summer 168,000 citizens came to Caroline County to camp and spend money in local shops in the area. Tourism has expanded outreach by 5% over the years. She stated there was a 64% increase in user and page views over 2018 so using different marketing tools is proving to be effective.

Commissioner Porter asked how the Tourism Board was selected and Ms. Bainbridge stated that if a citizen has an interest in Tourism as well as lives in a location that needs representation, the Board votes. If someone request to be on the Board, they discuss what they could bring to the Board and have a positive impact. The Board will then discuss and vote on the member. She informed the Commissioners that she and Christina Lippincott update Tourisms website and Facebook pages. She explained that meetings are open to the public, however there is no section of public comment on the agenda.

Mr. Phil Liske, President of the Tourism Board of Directors, presented the new Board members to the Commissioners for their consideration. On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners unanimously appointed the following members to the Board: Tracey Syner, Debbie Bowden, Jamie Beechey, and Jennifer Hodge.

Mr. Liske stated that the Tourism Office will be moving to the Chamber of Commerce Office on Legion Road beginning October 1<sup>st</sup>. On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners approved the new location for the Office of Tourism to the Legion Road location.

**Resolution #2019-019, Amendment of the Fiscal Year 2020 Capital Budget: Bonded Projects – Greensboro Elementary School Replacement, Detention Center Renovation and Improvements, and Hot Mix Asphalt:** Sara Visintainer, Chief of Staff, County Commissioners Office, stated that this resolution facilitates the bond legislation the Commissioners will consider later in the meeting. The projects in that legislation must match what is in the capital budget in both total cost and description. The three projects were all previously in the capital budget, but now have updated dollar amounts and timing projections of when the money will be spent over the next few years. On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners unanimously approved Resolution

#2019-019, Amendment of The Fiscal Year 2020 Capital Budget: Bonded Projects—Greensboro Elementary School Replacement, Detention Center Renovation and Improvements, and Hot Mix Asphalt.

On motion by Commissioner Levengood seconded by Commissioner Franklin the Commissioners unanimously voted to move into Legislative Session.

**Legislative Session: First Reading and Introduction**

- **Legislative Bill #2019-3, General Obligation Bond, Bond Anticipation Note and Refunding Bond Authorization – Greensboro Elementary School Replacement, Detention Center Renovation and Improvements, and Hot Mix Asphalt Projects:** Ms. Visintainer stated that this is an act authorizing general obligation indebtedness to finance, reimburse or refinance costs of the projects generally referred to as Greensboro Elementary School Replacement, Detention Center Renovation and Improvements, Hot Mix Asphalt and related costs; For the purpose of authorizing and empowering County Commissioners of Caroline County (the “County”) to issue and sell from time to time, upon its full faith and credit, one or more series of (1)(A) general obligation bonds and (B) general obligation bond anticipation notes, each in an original aggregate principal amount not exceeding \$23,000,000.00, and (2) general obligation refunding bonds, subject to the limitations set forth herein, for the public purpose of financing, reimbursing or refinancing costs of certain projects generally referred to by the County as Greensboro Elementary School Replacement, Detention Center Renovation and Improvements, and Hot Mix Asphalt, together with related costs; authorizing and empowering the County, by adoption of a resolution or resolutions prior to the issuance of any such bonds, bond anticipation notes or refunding bonds (collectively, the “obligations”), to approve, determine or provide for certain details relating to such obligations; making certain representations with respect to any such obligations issued on a tax-exempt basis; pledging the County’s full faith and credit and unlimited taxing power to payment of the obligations and providing that any such obligations may be payable from other sources available for such purposes; authorizing the consolidation of any of the obligations with other debt instruments of the County; authorizing County officials and employees to take certain actions in connection with the obligations; providing that this title is a fair summary of this bill for all purposes; providing that the provisions of this public local law shall be liberally construed; and relating generally to the issuance, sale and delivery of the obligations.

Ms. Visintainer explained that the only way the County can issue debt is through a legislative process, and this bill authorizes the County to do so for the projects listed. The Detention Center improvements are a continuation of the Sheriff’s Office project, since the space currently occupied by the Sheriff must be renovated in order to be able to be utilized by the Detention Center as part of the secure facility. Ms. Visintainer explained that the hot mix asphalt provides a project where unspent bond proceeds can be spent quickly prior to the deadline to expend the funds, and that hot mix is eligible to include because it has a 20-year lifespan. Ms. Visintainer stated that the revenue from the income tax increase the Commissioners passed a few years ago would cover the cost of the debt payment on the bond. Revenue that has been collected since the increase is being used to cash-flow the construction of the Sheriff’s Office.

On motion by Commissioner Levengood, seconded by Commissioner Franklin, the Commissioners unanimously introduced Legislative Bill #2019-3 and set the public hearing date for August 27, 2019 at 6:15 p.m. in the County Commissioners hearing room, located in the Courthouse in Denton.

- **Legislative Bill #2019-4, General Obligation Refunding Bond Authorization for Equipment Lease-Purchase Agreement No. 23848:** Ms. Visintainer stated this bill is an act authorizing general obligation refunding indebtedness relating to Equipment Lease-Purchase Agreement No. 23848; For the purpose of authorizing and empowering County Commissioners of Caroline County (the “County”) to issue and sell from time to time, upon its full faith and credit, its general obligation bonds in one or more series in an original aggregate principal amount not exceeding \$3,000,000.00 (the “original refunding bonds”) for the public purpose of refunding or advance refunding all or a portion of the outstanding and unpaid Equipment Lease-Purchase Agreement No. 23848, paying costs of issuance and/or paying funded interest; authorizing and empowering the County to issue and sell from time to time, upon its full faith and credit, its general obligation bonds in one or more series for the public purpose of refunding or advance refunding all or a portion of the outstanding and unpaid original refunding bonds issued pursuant to the authority of this public local law (the “subsequent refunding bonds” and, collectively with the original refunding bonds, the “refunding bonds”), paying costs of issuance and/or paying funded interest, provided that, the original aggregate principal amount of any such issue of subsequent refunding bonds shall not exceed 130% of the aggregate principal amount of the original refunding bonds refunded therefrom; authorizing and empowering the County, by adoption of a resolution or resolutions, to approve, determine or provide for certain details relating to the refunding bonds; making certain representations with respect to any such refunding bonds issued on a tax-exempt basis; pledging the County’s full faith and credit and unlimited taxing power to the payment of the refunding bonds and providing that any such obligations may be payable from other sources available for such purposes; authorizing the consolidation of any of the refunding bonds with other obligations of the County; authorizing County officials and employees to take certain actions in connection with the refunding bonds; providing that this title is a fair summary of this bill for all purposes; providing that the provisions of this public local law shall be liberally construed; and relating generally to the issuance, sale and delivery of the refunding bond.

Ms. Visintainer explained that when the County issues the debt authorized under the previous bill, it intends to refund all of its outstanding debt. This would enable the County to realize a savings due to receiving a lower interest rate on the outstanding debt. She noted that all of the legislation that authorized that previous debt included provisions to allow the refunding of the debt, with the exception of the lease-purchase agreement with Motorola for the radio system. This bill would authorize that refunding and allow the lease-purchase debt to be included in the refunding. The expected savings to the County for all the outstanding debt is \$1.3 million. The refunding does not change the duration of the loans, but simply refunds the debt over the period remaining on each bond.

On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners unanimously voted to introduce Legislative Bill #2019-4 and set the public hearing date for August 27, 2019 at 6:15 p.m. in the County Commissioners hearing room, located in the Courthouse in Denton.

On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the Commissioners adjourned legislative session and reconvened in regular session.

**Consent Agenda: the following items were approved by unanimous consent:**

- Minutes: Open Session July 23, 2019
- First Amended Memorandum of Understanding for Fiber Optic and Conduit Use Between County Commissioners of Caroline County, Maryland and Town of Denton
- P.O #2020-0067 to SHI for Annual Subscriptions of Microsoft Office 365, \$42,242.49

- Deed of Forest Conservation Easement and Stormwater Maintenance Inspection Agreement for Property Located at 8847 Harmony Road (Sunrise Rental LLC)
- Memorandum of Understanding Between Caroline County Department of Emergency Services, Caroline County Sheriff's Office, and the Board of Education for Handle with Care Program
- Grant Applications with Chesapeake and Coasts Service Center for Waterway Improvement & Infrastructure for Fiscal Year 2021 Waterway Improvement Funds at Choptank Marina Redesign
- Grant Applications with Chesapeake and Coasts Service Center for Waterway Improvement & Infrastructure for Fiscal Year 2021 Waterway Improvement Funds at Choptank Marina Dredging
- Grant Acceptance for Maryland State Department of Education to Caroline County for 21st Century Summer Learning Program
- Maryland State Library Certification for Cooperative Local-State Library Aid Programs

**County Administrator's Report**

- Mr. Goldman stated that he, Ms. Visintainer, Warden Scott, and Danny Fox from the Finance Office spoke with staff from the State Jail Capital Grant program and learned grant funds are available to cover more of the project costs for the Detention Center improvements than originally thought, including expenses like design and engineering. Staff is working on submitting the necessary applications to get into the funding que.

**County Commissioners Open Discussion Period:**

- Commissioner Franklin stated that he is looking forward to attending the 2019 Summer MACo conference in Ocean City where he will be able to network with many County officials.
- Commissioner Levensgood thanked the 4-H Park Board for hosting another successful Caroline-Dorchester County Fair.
- Commissioner Porter stated that he met with the President of Chesapeake College, Dr. Coppersmith to discuss updates regarding Chesapeake College.

President Porter called for **public comment** and Bob Chapel approached the podium: Mr. Chapel stated that he would like the Office of Finance to send him the debt ratio the County would have after adding the additional \$23 million bond for the recent projects they are undergoing. Staff stated that they would have that information to Mr. Chapel within the week.

There being no further discussion the meeting adjourned at 7:00 p.m.

  
 Jennifer M. Farina  
 Administrative Coordinator