

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

**Minutes**  
**August 18, 2020**

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

The meeting began at 9:00 AM.

**COVID-19 Response and Recovery Update:** Roger Harrell, Interim Acting Health Officer, briefing the Commissioners on the positivity rate for Caroline County COVID-19 cases. Mr. Harrell stated that the County has a 2.25 positivity rate, however testing rates have declined over the past two weeks. Mr. Harrell explained to the Board that Caroline County businesses and citizens seem to be remaining vigilant during these unexpected times.

Debbie Bowden, Director of Economic Development, briefed the Board on the business side of recovery in the County. Ms. Bowden stated that since the second round of relief grant went into effect, many local businesses have requested more information due to there still being a strong need for more economic relief. She stated that over 30% of businesses are worried that business will not pick up due to lack of people going out.

Ms. Bowden went on to update the Commissioners on a potential new business located in Federalsburg for growing salmon. She stated that she would brief the Commissioners in additional detail at a later date when more information was provided to her.

**Discussion of Program Open Space Funds:** Sue Simmons, Director, Recreation and Parks, requested direction from the Board regarding (Program Open Space (POS) funds. Ms. Simmons explained that annually in July, the Department of Natural Resources reports the new POS allocation and current balances to all counties and Baltimore City. Currently Caroline County has an unencumbered balance. An unencumbered balance are POS funds that have not been assigned to a specific project and approved by the State Board of Public Works. Currently there is \$362,887.32 for park development and \$225,894.47 for land acquisition. Given the attractiveness of an “unencumbered balance” to the Maryland Office of Management and Budget, she proposed that the County work strategically to encumber these POS funds as quickly as possible.

- Encumbered POS projects can be expended within 5-7 years of the BPW approval date.
- Projects successfully encumbered increase the likelihood these funds will be expended to benefit the citizens of Caroline County instead of easing the State’s structural deficit.
- Although POS development projects require a local match of 10%, applying at this time does not circumvent the Commissioner’s current policy to review and approve all FY21 capital projects.

The Department of Recreation and Parks recommends the Commissioner’s approval of the following applications. The Commissioners agreed to move forward with the POS requests and directed the applications to be placed on a future agenda for approval.

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

- Open Session Minutes of August 11, 2020
- CARES Act Funding Municipal Subrecipient Agreement for the Town of Federalsburg
- Caroline Recreation & Parks Second Addendum Professional Services Contract for Civil Engineering Services with Albert McCullough, P.E, P.W.S for Updates to North County Regional Park
- Annual Consolidated Transportation Program Priority Letter to MDOT for Improvements to River Road and Dualization of 404 to Route 16 East.
- Final Contingency Expenditures for FY2020, \$18,062.50
- FY2021 Critical Area Grant Request Form and Grant Agreement
- Part-Time Emergency Services Contracts - Paramedics (Garcia, Riddle)
- Part-Time Emergency Services Contracts - EMTs (Foskey, Smith, Adkins, Marvel, Geisel)

**County Administrators Report:**

- Mr. Goldman stated that there have been 54 applications received for the position of Caroline County Health Officer. He stated that there will be two rounds of interviews scheduled at an upcoming date.
- He informed that Board that the last day for the Circuit Rider positions would be September 29<sup>th</sup>. He stated that the Town of Goldsboro opted out of the time extension and will not be receiving services.
- He went on to discuss that the Bridgetown Sand Pit has become operational without the road being completed. He explained that they are looking to the County's ability to place a stop work order until the road is completed.
- The Sheriff's Office project is close to being completed and is slightly under budget.
- He stated that he will look for further direction from the Board at a later date regarding the travel recommendation for County employees.

**Commissioners Open Discussion:**

Commissioner Porter recommended that the Board develop a position regarding Queen Anne's County's interest in keeping the Mid-Shore II landfill open in lieu of moving the next landfill to Queen Anne's. Mr. Goldman provided an update regarding recent discussions with Queen Anne's County, Maryland Environmental Service, and the Maryland Department of the Environment. The Commissioners requested a closed session on their next agenda to discuss the future of the landfill.

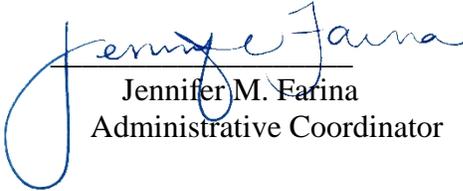
Commissioner Franklin stated that he felt the Board of Education should return savings from recent personnel layoffs to the County. Commissioners Levensgood and Porter stated that they needed additional information before making this request. Staff was directed to work with the school system to obtain additional details.

On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners unanimously voted to convene in Closed Session for the Discussion of the Assignments of Specific Employees Authority: General Provisions Art. § 3-305(b) (1)

On Motion by Commissioner Levensgood, Seconded by Commissioner Franklin, the Commissioners unanimously voted to adjourn Closed Session and reconvene in Open Session.

Presidents Report: The Commissioners met in closed session with the Director of Emergency Services to review the performance and assignment of specific employees. Staff was asked to provide the Commissioners with additional information.

There being no further discussion the meeting adjourned at 11:55 A.M



Jennifer M. Farina  
Administrative Coordinator