



COUNTY COMMISSIONERS OF CAROLINE COUNTY

COURTHOUSE
109 MARKET STREET, ROOM 106
DENTON, MARYLAND 21629

September 7, 2021
9:00 AM

Commissioner Meetings - <https://us06web.zoom.us/j/300062187>

Work Sessions - <https://us06web.zoom.us/j/82889569563>

833-548-0282 (Toll Free) or 877-853-5257 (Toll Free)
Comm. Meeting Webinar ID – 300 062 187

888-475-4499 (Toll Free) or 833-548-0276 (Toll Free)
Work Session Webinar ID - 828 8956 9563

9:00 AM Commissioners Meeting Convenes; Invocation – Rev. Ellery Adams - Calvary Baptist Church

Public Comment

9:05 Robin Cahall, Health Officer, Caroline County Health Department
COVID-19 Response Update

9:15 Margaret Roe, Director, Finance
Discussion - [Benedictine Foundation CDBG Grant Application](#)

9:25 Margaret Roe, Director, Finance
Discussion - [Masonry Invoice – Humane Society](#)

9:20 Sherry Bratton, Director, Human Resources - Class Specification Change
[Account Clerk I, II & III](#)
[Grant Coordinator](#) and [Grant Assistant](#)
[Director](#) and [Deputy Director of Finance](#)
[Accounting Assistant III](#)

10:00 Consent Agenda:

- [2019 Bond Transfer – Board of Education Reimbursement – Greensboro Elementary School](#)
- His Hope Ministries – Emergency Hotel Placement – CDBG Semi Annual Report
- [Purchase Order & Contract #2022-00000067– Window Depot – Court House Window Replacement – Window Depot of Delmarva](#)
- [Purchase Order & Contract #2022-00000065– Asphalt Recycler & Hot Box Trailer – Spaulding MFG](#)
- [Janitorial Services Purchase Orders & Contracts – County Buildings – Bay Country Cleaners,](#)

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 are only estimates, and that the order of agenda items may change as time dictates or allows.

[LLC. \(#2022-00000076\) & Choptank Cleaning Services & Property Maintenance \(#2022-00000079\)](#)

- [Purchase Order #2022-00000084 to Mid-Atlantic Waste Systems - Trailer mounted Sewer Jetter](#)
- [Purchase Order #2022-00000086 to Groff Tractor Holdings, LLC - Case 621G](#)
- [Purchase Card Amount Increase – PNC](#)
- [Joint Use Agreement – Ridgley Car Show – Overflow Parking](#)
- [Joint Use Agreement – Greater Impact – Courthouse Green](#)
- [Resolution #2021-018 Amendment to the Comprehensive Water and Sewer Plan \(CWSP\) - Town of Denton Water and Sewer Service Areas Map Amendment](#)
- [Resolution #2021-019 Disposal of Surplus County Property by Grant for Public Purpose – 706 Sunnyside Avenue, Denton, MD 21629](#)
- [Resolution #2021-020 Amendment to Caroline County Personnel Rules and Regulations – Class Specification for Caroline County Department of Emergency Services – EMS Supervisor](#)
- [Memorandum of Understanding – Upper Shore Aging Workforce Investment Board – 2021-2023](#)
- [Memorandum of Agreement – Caroline Human Services Council Inc. – After School/Cooking Matters FY22](#)
- Employment Contract – Paramedic – Riddle
- Employment Contract – Paramedic – Greenhawk
- Minutes – [August 17, 2021](#) – Open & Closed Session

11:35 County Administrator’s Report

11:40 County Commissioners Open Discussion Period

Public Comment

11:55 Meeting Adjourned

12:10 Closed Session: To consult with counsel to obtain legal advice
Authority: General Provisions Art. § 3-305 (b) (7)

Until further notice:

- The Commissioners will meet every other Tuesday at 9:00 AM. Evening meetings will not be held.
- Beginning in June, the County Commissioners will be moving to their summer meeting schedule and will meet every other Tuesday morning at 9:00AM until September.
- The full 2021 County Commissioners Meeting schedule can be found at <https://www.carolinemd.org/.../2021-County-Commissioners...>
- Meetings are open to the public
- Masks are not required, however the Caroline County Health Officer, and the County Commissioners strongly recommend and encourage individuals who have not been vaccinated to wear a face covering while attending the public meetings.
- Please be advised, seating is limited, and the Caroline County Hearing Room has a max capacity of 15.
- All meetings will continue to be broadcasted via Zoom and conference call.

To participate in the Meeting:

- Please click this URL to join: <https://zoom.us/j/300062187>
- Or join by phone: 888-475-4499 (Toll Free) or 877-853-5257 (Toll Free)
- Webinar ID:300 062 187

Please note: Documents to be discussed during the Commissioners meeting are hyperlinked on the agenda where possible. Click the blue underlined text to access documents or more information on the agenda item listed

- Public comment will held during the beginning and end of each meeting. The County will also receive written comment through the County's [email system](#), [website](#), and by USPS at 109 Market Street, Room 123, Denton, MD 21629. Written comments received prior to a meeting will be entered into the record and made available to the Commissioners prior to the meeting or hearing.
- The Commissioners will take roll call by name and announce which staff are participating directly in the meeting.
- All speakers, including the Commissioners must announce their name each time before they speak. This means before asking a question or making a statement, the person must state their last name.
- Any document being voted on by the Commissioners will be linked on the agenda in advance wherever possible in order to facilitate public understanding of items that will be voted or discussed.