

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

MINUTES
February 12, 2019

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

President Porter called for **Public Comment** and Mr. McGinnis and Mr. Schmitt came to the podium to discuss Trunk Line Road. Mr. Schmitt stated that although he does not currently live on the road he owns property there and would like to bring the road's poor condition to the Commissioners' attention. Mr. Schmitt and Mr. McGinnis stated that the Department of Public Works has been called several times to Trunk Line Road to fill potholes and scrape the dirt. The Commissioners thanked them for attending the meeting and stated that they would be following up with their Director of Public Works to evaluate the road. Commissioner Porter stated that although the County has a lack of resources to fix all of the damage roads in the County, they do take each concern seriously and they understand the public's frustration.

Presentation of the Workforce Innovation and Opportunity Act (WIOA): Dan McDermott, Executive Director, Upper Shore Workforce Investment Board, presented the Commissioners with the updated WIOA which a requirement for the mid-shore counties is to approve. Workforce Development provides the framework to connect, train, and educate citizens for careers that help businesses and the Upper Shore economy to thrive. Mr. McDermott stated that this plan has been created to address the requirements described in the WIOA. This plan will need to be approved by all the boards in the region. The WIOA describes what they will accomplish with the federal job training funds that come to the Upper Shore Workforce Investment Board and how they will coordinate with other federally funded workforce programs. On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners unanimously approved the Workforces Innovation and Opportunity Act.

Discussion of FY19 Budget Modifications for South County Regional Park: Sue Simmons, Director, Caroline County Recreation and Parks, stated that the Department found savings while collaborating with the Department of Public Works, which would allow for adjustments in the capital budget for FY19. Ms. Simmons stated that the improvements of the parking lot at the park was not approved in FY19 budget, however with savings that project can move forward if approved by the Board. On motion by Commissioner Franklin, seconded by Commissioner Levensgood, the Commissioners approved the reallocation of capital funds for the South County Park Parking lot improvements.

Update on Planning Process for North County Park: Sue Simmons, Director, Caroline County Recreation and Parks, stated that the Department is working with their citizen advisory board and a special citizen group to develop a master plan for the phases of North County Park. She stated that the plan spans over 10 years. She explained that currently the public has access to several trails and they have new signage going up for the park entrance. Ms. Simmons stated that she will be keeping the Commissioners updated on all park updates, she also stated that the Department provided a survey to the citizens in the North to gather more information on what they wanted from the community park.

2019 Legislative Update: Sara Visintainer, Chief of Staff, stated that she is currently tracking three education bills that will have hearings next week that the Board will testify on. She explained that one bill is for extra space for English language learners in all public schools. There is also a bill that will determine the State's share of the cost of school construction for certain school construction projects.

Consent Agenda: the following items were approved by unanimous consent

- Minutes: Open Session Minutes from January 8, 2019, January 22, 2019 and Work Session of January 15, 2019
- P.O #2019-0337, and Accompanying Contract with Tri Gas & Oil, One Year Propane Gas, Total \$55,549.34
- P.O #2019-0328, Caroline County Board of Education for Afterschool Program Bus Transportation, Total \$55,310.00
- Resolution #2019-004, Amendment to the Fiscal Year 2019 Capital Budget: Corrections Pre-Sewer Treatment Facility Renovation
- Employment Agreement, Department of Emergency Services, Communications –PSD I (Harvey)
- Small Business Loan Guidelines and Small Business Loan Application
- 2018 Emergency Management Performance Grant Agreement – Performance Period Revision
- Memorandum of Agreement Between Caroline Recreation and Parks and the Caroline Human Services Council for Summer Learning Programs, Public Schools Opportunity Grant FY19
- Letter of Intent to Award Bid for New Sheriff's Office
- Appointment to Grievance Appeal Panel (Bigelow)

Action Agenda: Ms. Visintainer stated that the Commissioners are considering the appointment of Ms. Samantha Parker to the Grievance Panel. Ms. Parker is currently in service to the County as a member of the Recreation and Park's Advisory Board. Furthermore, Ms. Parker is the Owner of a consulting business that occasionally may be employed by a County Department for strategic planning, evaluation of facilities and programming, contract work, grant writing and project management. Both of these relationships existed prior to her appointment to the Grievance Panel and do not serve as a conflict to her appointment tonight. She went on to explain that Ms. Parker is known for her interest in service to the County and will be an impartial and independent member of the Grievance Panel. As set fourth in the Personnel Rules and Regulations, Ms. Parker (and all members of the Grievance Panel) will be advised to consider possible conflicts prior to each Panel. Conflicts as to any Panel Member will act as a bar to membership on that specific Panel.

After consideration of Ms. Parker's qualifications and consultation with the County Attorney, the Commissioners found Ms. Parker to be a highly qualified candidate without conflict and Commissioner Franklin moved to appoint her to serve as a member of the County Grievance Panel, Commissioner Levensgood seconded, and the appointment was unanimously approved.

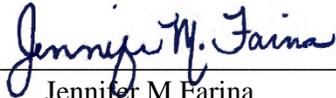
County Administrative Report:

- Mr. Goldman stated that he needs direction from the Board regarding County CDBG Grant funding for a proposed food center project. He stated that there is \$800,000 currently available to give to any organization that applies for CDBG funding, if the Commissioners agree, the County will allow the \$800,000 to apply to the one project. The Commissioners agreed to allocate that funds to the food center initiative. Commissioner Porter stated that the public need to be aware of the project which will eventually move forward in the location of the old Caroline County Country Club.
- Mr. Goldman asked the Board if they would like the County to renew their identity theft protection plan. The total cost would be \$56,883.50. On motion by Commissioner Levensgood, seconded by Commissioner Franklin, the commissioners unanimously voted to approve the purchase of identity theft protection services from IdentityForce as a professional service under Section 51-8.D of the Code of and to authorize the Director of Purchasing to sign the contract and purchase order to renew the coverage in the mount of \$56,883.50.

Commissioners Open Discussion Period

Commissioner Levensgood stated that he has been attending MACo meetings in Annapolis that focus on legislative bills that could impact the Eastern Shore and Caroline County specifically.

There being no further discussion the meeting ended at 7:30 p.m.


Jennifer M Farina
Administrative Coordinator