

September 9, 2025

A meeting of the County Commissioners of Kent County was called to order at 10:00 a.m., with Albert H. Nickerson presiding, and John F. Price. The meeting was convened with the Pledge of Allegiance. Commissioner Nickerson asked everyone to remain silent so that students, teachers, administrative personnel, and support staff could have a safe and productive year.

Shelley L. Heller, County Administrator, was also present.

CONSENT ITEMS

On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners, by a majority vote, approved all fourteen consent items as presented, excluding Item No. 9:

1. Regular Session Minutes, August 26, 2025
2. Liquor Minutes, August 26, 2025
3. Closed Session Minutes, August 26, 2025
4. Kent Alcohol and Tobacco Enforcement – Memorandum of Understanding for Tobacco Enforcement Program with Kent County Health Department funding award of \$25,000.00
5. Jill Coleman, Director of Parks and Recreation – Turner's Creek Solar Well Grant Acceptance Award Agreement between the Chesapeake Bay Trust and the County Commissioners in Kent County for \$8,000.00.
6. Dan Mattson, Director of Public Works, County Roads (CR) Division – FY2026 Road Salt Program - Morton Salt, Inc. Blanket Purchase Order No. 001B4600050 not to exceed (NTE) \$31,772.00
7. Mr. Mattson, CR Division – FY2026 Road Concrete Sand Program – Patuxent Materials Inc., Quote No. 4523, NTE \$26,460.00, and division budget adjustment of \$13,232.00
8. Mr. Mattson, Water and Wastewater (W&WW) Division – Replacement Vector Truck Purchase Approval –Mid Atlantic Waste Systems Proposal Quote #RSSQ43164 for \$240,069.00
9. Mr. Mattson, W&WW Division – Water Tower Maintenance and Repairs Engineering Support Contract Award #26WWWTMS0626 Mumford-Bjorkman Associates, Inc., for \$42,000.00
10. Mr. Mattson, W&WW Division – Fairlee Water and Sewer GIS Mapping Project Contract Award Exhibit C Work Assignment No. 7 McCrone Engineering, Inc., \$50,263.00 with additional work assignment NTE \$9,737.00 for updates.
11. Mr. Mattson, Fleet Management – Enterprise Fleet Management Open-End (Equity) Lease Rate Quotes:
 - a. Vehicle 1 CR Division - Quote No. 8854900 2025 Chevrolet Silverado 6500 HD \$1,923.07/monthly, including aftermarket Quote BTBQ5169-01
 - b. Vehicle 2 CR Division - Quote No. 9235128 2026 Ford F-250 \$972.13/monthly
 - c. Vehicle 3 Building Maintenance (BM) - Quote No. 9225455 2026 Ram 1500 \$789.02/monthly including all aftermarket
 - d. Vehicle 4 BM Department - Quote No. 9225505 2026 Ram 2500 \$996.27/monthly, including all aftermarket

- e. Vehicle 5 Environmental Operations - Quote No. 9225349 2026 Ford F-250 \$1,154.01/monthly with aftermarket Quote 0038112
- f. Vehicle 6 BM Department - Quote No. 9215593 2026 Ford F-250 \$991.87/monthly, including all aftermarket
- 12. Mr. Mattson, Engineering – Kent County Public Library Hearse House Historic Rehabilitation By and Between County Commissioners and Rosin Creek Collaborative, LLC for \$185,000.00
- 13. Dennis Hickman, Sheriff of Kent County Sheriff's Office – PACT 2026-0005 Police Accountability, Community and Transparency Grant Kent County Sheriff's Office Vehicle Cameras for \$13,624.00
- 14. Rosemary Ramsey Granillo, Director of Kent County Local Management Board – FY2026 Children's Cabinet Interagency Fund (CCIF) -Community Partnership Agreement for \$524,806.00
- 15. Lisa Mazingo, Director of Kent Family Center – FY2026 Services Contract with Maryland Family Network to Operate Kent Family Center for \$330,000.00

SPECIAL RECOGNITIONS

Benevolent and Protective Order of Elk, Patriotism Week – September 8-14, 2025: Karen Stevens, Americanism Chair, Allan Schaubert, Exalted Ruler, and Libby Knapp of Chestertown Elks Lodge #2474, gave an overview of how patriotism can affect all citizens and how important it is to remember that the Nation's freedom is provided with great sacrifice. Commissioner Nickerson read the proclamation into the record, which was presented to representatives of the Elks Lodge.

Kent County Preparedness Month, September 2025: Brian Pearsall, Emergency Planner at the Office of Emergency Services (OES), gave an overview of the significance of Kent County Preparedness Month. This year's theme is "Preparedness Starts at Home." Commissioner Nickerson read the proclamation into the record, which was presented to Mr. Pearsall.

Kent Goes Purple, September 2025: Sheriff Hickman and Andrew Meehan, Attorney and member of the Chestertown Rotary Club, gave an overview of the significance of "Kent Goes Purple". Commissioner Nickerson read the proclamation into the record, which was presented to Sheriff Hickman and Mr. Meehan.

PUBLIC HEARING – CODE HOME RULE BILL NO. 7-2025 PARKS AND RECREATION ADVISORY BOARD

A public hearing was held on Code Home Rule Bill No. 7-2025, Parks and Recreation Advisory Board. Public information regarding the above-mentioned hearing and minutes is posted on the County's website at <https://www.kentcounty.com/government>.

PARKS AND RECREATION

Ms. Coleman gave a departmental update. Discussion ensued about Pool and Beach attendance, the bottled filler station at the Community Center, Summer Camps, Betterton Beach attendance, employee shortages, cashless payments at the Kent County Community Center pool, the

Gardening Program, Summer 2025 Programs and Events, Programming Statistics, the Basketball Courts at Worton Park, and projects in collaboration with the Department of Public Works.

Commissioner Nickerson shared a constituent's request for an update on the land near the Kent Farm Museum. Ms. Coleman announced that a project in collaboration with Washington College has been approved, and the land will be transformed into a natural habitat in the spring of 2026.

PLANNING, HOUSING, AND ZONING

Bill Mackey, Director of Planning, Housing, and Zoning, presented a resolution for the Board's consideration. The Gateway Committee is preparing to release a request for artists on September 12, 2025. To indicate the total amount of funds available for the proposed artwork, Urban Grid, LLC, has requested that certain matters related to future ownership of the piece be set to rest. The proposed Resolution addresses this matter. Resolution 2025-15 - A Resolution to affirm the conditional Acceptance in advance by Kent County of the full title, including physical ownership and all associated copyrights and licensing privileges, of a certain work of public art after said work is completed, permanently installed, and determined in writing by the State of Maryland to have satisfied Condition #23, as set forth by the Power Plant Research Program (PPRP) in relation to the Certificate of Public Convenience and Necessity (CPCN) that was issued for the Morgnec Road Solar project as part of Case No. 9499, and affirmed and adopted on April 27, 2022, by the Maryland Public Service Commission. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners, by a majority vote, approved Resolution 2025-15 as presented.

PUBLIC WORKS

Mr. Mattson discussed consent item #9, the Water Tower Maintenance and Repairs Engineering Support Contract Award #26WWWTMS0626 to Mumford-Bjorkman Associates (MBA), Inc., for \$42,000.00. This item was removed from consent for discussion. MBA previously performed detailed inspections of all County Water Towers and is positioned to have a competitive advantage in pricing and quality over competitors in the scope of work. In addition to familiarity with the details and providing an advantage in scope of work, the MBA's fee is industry standards for this type of work. The fee for all professional services, including preparation of technical specifications and bidding documents, tank and coating consultation, and full-time painting inspection, is 11.7% of the anticipated construction cost (\$42,000.00 / \$358,000.00, respectively). Industry standards for this work would be 7%-12% for tech specs and bidding, 2% for consultation, and 5%-10% for inspections. The project, though at a comparatively large cost for the County, is on the lower side of the spectrum for this type of work in general, so having the proposed total fee at the low end represents substantial value to the County. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, to award the contract to Mumford-Bjorkman Associates, Inc., as presented, was approved by a majority vote.

The Commissioners and Mr. Mattson discussed several progress updates, including the Village of Kennedyville, the Millington Regional Wastewater Treatment Plant, the Emergency Medical Services building, and a new request for a traffic study at Reese's Corner Road.

The request came in response to recent complaints about speeding; 50 mph speed limit signs were posted approximately a year ago.

COUNTY ADMINISTRATOR

On behalf of Lindsey McCullough, Justice Reinvestment Coordinator, Shelley Heller, County Administrator, presented the recommended individuals as candidates for Kent County's Justice Reinvestment Board. The Justice Reinvestment Act (JRA) established the Local Government Justice Reinvestment Commission to advise the Justice Reinvestment Oversight Board on local impacts of the Act. The Commission is charged with making recommendations regarding certain grants to local governments and creating performance measures to assess the effectiveness of the grants. The Commission has one representative from each jurisdiction, appointed by the local governing body. Most counties have recommended someone from the Sheriff's Office, Detention Center, or State's Attorney. The section of Annotated Code that establishes this Commission is in the State Government Article§ 9-3211. Local Government Justice Reinvestment Commission. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners, by a majority vote, approved drafting a letter recommending #1 on the list as the candidate to serve on the Local Government Justice Reinvestment Commission.

On August 22, 2025, a letter from the State of Maryland Office of the Attorney General (OAG) was sent inviting Kent County to join the Alvogen, Amneal, Apotex, Hikma, Mylan, Sun, and Zydus Settlements, otherwise known as the Secondary Manufacturers Settlements. These settlements consist primarily of settlements with generic opioid manufacturers. Kent County is estimated to receive \$36,220.16 over ten years. The terms and conditions of this settlement are the same as the previously accepted opioid settlements, including the cost-share percentages between the State and the local jurisdictions. Maryland's estimated potential total share, to be divided among the State and its subdivisions, is approximately \$645,000,00.00. The settlement also provides injunctive relief that will help protect Marylanders from future harm. The OAG recommends the settlement. The County Administrator has previously signed settlement documents electronically and is requesting approval, allowing for signing authority for this settlement as well. The Participation Package, the letter from the State of Maryland Office of the Attorney General (including Exhibit A), and the Subdivision Participation and Release Form (Exhibit K) were available for review. The estimated amount the County could receive from this settlement over ten years is \$36,220.16. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners, by a majority vote, approved participating in the Alvogen Settlement and delegated signature authority to the County Administrator.

PUBLIC COMMENT

The procedures for public comment were in place. No comments were made.

FOR YOUR INFORMATION

Shelley L. Heller sent letters of invitation to the District 36 Delegation and the five municipalities on September 5, 2025. The Maryland Department of Transportation's Annual

Consolidated Transportation Programs (CTP) Tour is set for October 7, 2025. During this event, constituents can raise their concerns and express interest in legislative initiatives.

AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

The Commissioners received a copy of the final ARPA Spend Plan report.

CONTINGENCY FUND

The FY2026 Contingency Fund balance as of August 26, 2025, is \$340,521.00. The use of Fund Balance was \$13,953.00.

CLOSED SESSION

At 10:55 a.m., a motion was made by Commissioner Price, seconded by Commissioner Nickerson, and the Commissioners, by a majority vote, agreed to go into a closed session to discuss a personnel matter. The meeting was closed under the Annotated Code of Maryland, General Provisions Article § 3-305 (b)(1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Shelley L. Heller, County Administrator; Jennifer White, HR Business Partner, Human Resources; Bill Mackey, Director, Planning, Housing, and Zoning; Sondra M. Blackiston, Clerk/KATE Manager, and Lacey T. Cox, Deputy Clerk II, were also in attendance.

MATTER NO. 1 PERSONNEL

Topic to be discussed: A matter concerning personnel matters.

Reason for closing: The details concerning personnel matters should be shielded for privacy.

Shelley Heller, County Administrator, and others, discussed a personnel matter with the Commissioners.

At 11:17 a.m., a motion made by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners, by a majority vote, adjourned the closed session and reconvened in an open session.

OPEN SESSION

Upon returning to the open session, Commissioner Nickerson summarized that an employment matter was discussed in closed session. There was no item to vote on, and no motion was needed.

At 11:18 a.m., on a motion made by Commissioner Nickerson and seconded by Commissioner Price, the Commissioners approved adjourning the meeting by a majority vote. The Board is scheduled to meet again on Tuesday, September 16, 2025, at 6:00 p.m.

Respectfully submitted,

Sondra M. Blackiston
Clerk

Approved:

Ronald H. Fithian, President
The County Commissioners
of Kent County, Maryland

September 9, 2025

PUBLIC HEARING

County Commissioners Albert Nickerson and John F. Price were in attendance, as were Shelley L. Heller, County Administrator, and Jill Coleman, Director of Parks and Recreation.

Ms. Heller stated the public notice was duly advertised and included as part of the record. The rules for a public hearing were in effect. The written comment period will remain open until the close of business on September 12, 2025.

CODE HOME RULE BILL NO. 7-2025 PARKS AND RECREATION ADVISORY BOARD

Commissioner Price moved to open the public hearing, which Commissioner Nickerson seconded. The public hearing commenced at 10:20 a.m. following the majority vote. A public hearing to discuss Code Home Rule No. 7-2025 Parks and Recreation Advisory Board. AN ACT to repeal and re-enact with amendments Chapter 42, Parks and Recreation Advisory Board of the Code of Public Local Laws of Kent County.

The hearing is pursuant to the Code of Public Laws of Kent County, Chapter §42-1 through §42-9 Parks and Recreation Advisory Board.

Ms. Coleman provided a summary and further details of the legislation's intent. Discussion followed.

PUBLIC COMMENTS / WRITTEN COMMENTS

During the public hearing, citizens were invited to sign the testimony log and offer comments on the proposed legislation. No comments were offered. No written comments were received at the time of the public hearing.

On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners, by a majority vote, agreed to close the public hearing for Code Home Rule Bill 7-2025 at 10:21 a.m., and for the record to remain open until the close of business on Friday, September 12, 2025. The legislative bill is scheduled to be considered for a vote on Tuesday, September 16, 2025.

Respectfully submitted,

Sondra M. Blackiston
Clerk/ KATE Manager

Approved:

Ronald H. Fithian, President
The County Commissioners
of Kent County, Maryland

September 9, 2025

The Board of License Commissioners met today with the following present: Albert H. Nickerson, presiding, and John F. Price.

Shelley L. Heller, County Administrator, was also present.

CONSENT ITEM

On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners, by a majority vote, approved Consent Item #2 - Liquor Minutes, August 26, 2025, and Consent Item #4 - Memorandum of Understanding Between the Kent County Health Department and Kent County Government, FY2026 Grant Award - Tobacco Enforcement Program.

At 11:18 a.m., a motion was made by Commissioner Price, seconded by Commissioner Nickerson; the Commissioners, by a majority vote, agreed to adjourn the meeting. The Board is scheduled to meet again on Tuesday, September 16, 2025, at 6:00 p.m.

THE BOARD OF LICENSE COMMISSIONERS
OF KENT COUNTY, MARYLAND

Sondra M. Blackiston
Clerk/KATE Manager

Approved:

Ronald H. Fithian, President
The County Commissioners
of Kent County, Maryland