

October 21, 2025

A meeting of the County Commissioners of Kent County was called to order at 6:00 p.m., with Ronald H. Fithian presiding, Albert H. Nickerson, and John F. Price. The meeting was convened with the Pledge of Allegiance. Commissioner Fithian asked everyone to observe a moment of silence in memory of Rosalie Keuchler and requested that we keep Rosalie and her family in our thoughts and prayers. Ms. Keuchler served the Town of Rock Hall for 36 years.

Shelley L. Heller, County Administrator, and G. Robert Mowell, County Attorney, were also present.

CONSENT ITEMS

On a motion by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners unanimously approved the five consent items, as presented.

1. Regular Session Minutes, October 7, 2025
2. Liquor Minutes, October 7, 2025
3. Dan Mattson, Director, Public Works – Fleet Management FY2026 Funding Request not to exceed \$78,000.00
4. Mr. Mattson – Fleet Management FY2026 Vehicle Order Enterprise Open-End (Equity) Lease Rate Quote No. 9356901 with Aftermarket Quote (Estimate No. 1193 Bams Hook and Hose Fire Equipment LLC) Total cost of \$73,820.37 at a monthly rate of \$1,544.49
5. National Music Festival, November 7, 2025, Raffle Permit

APPOINTMENT

Lisa Thompson, President, and Cheemoandia Blake, Director of Kent County Board of Elections (KCBOE), presented a proposed wage increase for election judges and the relocation of the election office. Letters from KCBOE detail both requests. Paul Showalter and Scott Lockerman were also in attendance. Ms. Blake stated that the current budget can sustain the requested increase. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved increasing the Chief Judge's wages by \$50.00 and the judges' wages by \$25.00, which will be absorbed in the current FY2026 Board of Elections budget. After a brief discussion, a future meeting will be held with the Commissioners and Election Board staff members to discuss the relocation of the election office.

PUBLIC HEARINGS - WICOMICO HUNT CLUB, INC., FOX HUNTING CLUB DOG KENNEL LICENSING, AND THE COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS FOR THE KENT COUNTY, MARYLAND, MILLINGTON WASTEWATER TREATMENT PLANT PROJECT

Public hearings were held for the following topics: Wicomico Hunt Club, Inc., Fox Hunting Club Dog Kennel Licensing, and the Community Development Block Grant (CDBG) Applications for the Kent County, Maryland, Millington Wastewater Treatment Plant Project. Public information regarding the above-mentioned hearing and minutes is posted on the County's website at <https://www.kentcounty.com/government>.

**RESOLUTION 2025-18 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
APPLICATION AUTHORIZATION, MILLINGTON WASTEWATER CONVEYANCE
SYSTEM IMPROVEMENTS**

Joanne McNamara, Grants Manager, and Dan Mattson, Director of Public Works, requested approval to adopt Resolution 2025-18 Community Development Block Grant Funds Application Authorization, Millington Wastewater Conveyance System Improvements. A Resolution authorizing submission of a CDBG competitive grant application for funding to support wastewater conveyance system improvements in Millington, which will be needed in order to transport wastewater from its current plant location at 228 Sassafras Street, to the new wastewater treatment plant location outside of the flood plain. On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously adopted Resolution 2025-18, as presented.

PUBLIC WORKS

The following steps in the CDGB process involved Ms. McNamara and Mr. Mattson seeking approval of a letter of commitment and the CDBG application for the relocation of the Millington Wastewater Treatment Plant from its current location in Town to a County parcel outside of the flood plain. The project will improve the wastewater conveyance system in the Town to transport wastewater to the new location once it is constructed. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the commitment letter and application, as discussed.

HUMAN RESOURCES

Michael Sutton, Director of Human Resources, requested approval of a recommended candidate for the Kent County Local Management Board Systems of Care Coordinator vacancy. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners approved a conditional offer of employment to the recommended candidate.

Mr. Sutton provided several venue options for the January Employee Appreciation Dinner for the Commissioners to consider. Initially, the dinner was scheduled to be held at the Chester River Yacht and Country Club, but due to renovations, it was necessary to find somewhere else to hold the event. The Commissioners agreed to hold the Employee Appreciation Dinner in January. The Board granted discretion to Human Resources staff to determine a date that would complement either the Betterton Volunteer Fire Company or the Rock Hall Volunteer Fire Company schedule.

COUNTY ADMINISTRATOR REPORT

Public Announcement: The Commissioners' Meeting, initially scheduled for October 28, 2025, has been rescheduled from 10:00 a.m. to 6:00 p.m. to accommodate a meeting with the State of Maryland Comptroller's Office, which is taking place earlier that day.

Maryland Environmental Service: On August 5, 2025, the Commissioners approved the Adoption of Resolution 2025-10 Issuance By The Maryland Environmental Service of Its Revenue Bonds To Fund Costs of Cell Number 5 and Cell Number 1 of The Mid-Shore II Regional Landfill, and Related Costs and Matters Relating Thereto. On October 15, 2025, signatures were coordinated for the next steps to issue \$24,405,000.00 Maryland Environmental Service Revenue Bonds (Midshore II Regional Landfill Project) Series 2025. The following documents were signed: General Certificate, Continuing Disclosure Agreement, Rule 15c2-12 Certificate, and Kent County Opinion. Discussion took place.

Commissioners' Discussion: A discussion took place regarding the future of the Kent County Detention Center and the need to create a work session or an agenda item to permit the detention center employees to attend and receive updates and accurate information regarding plans for the facility, incarcerated individuals, and employees. The request was left to Ms. Heller's discretion for planning purposes.

LETTERS OR DOCUMENTS FOR SIGNATURE

Planning, Housing, and Zoning: This is an addendum to a signed document. The original Memorandum of Understanding (MOU) was approved at the Commissioners' meeting on September 30, 2025. The addendum authorizes having one combined internship that would stretch across two semesters, instead of having two separate internships, one in the Fall and one in the Spring. The expenditure by the County will remain unchanged at \$5,000.00 in total, and the internship will be completed within the same fiscal year; the time limits have been adjusted since we had a late start with hiring.

PUBLIC NOTICE

Code Home Rule Bill No. 8-2025 Administration of Government: This legislation was adopted on October 7, 2025, without amendments, and provisions of this Act will take effect on November 21, 2025.

FOR YOUR INFORMATION

Dorianne A. Meloy, Assistant Attorney General, People's Insurance Counsel, advised Kent County that the People's Insurance Counsel (PICD) is a division of the Office of the Attorney General of Maryland. PICD is dedicated to advocating for policyholders' interests and is prepared to assist and engage in community outreach efforts to hear from consumers and provide them with relevant information. PICD personnel are available at (410) 576-6432 or pic@oag.state.md.us for more details. The letter, in its entirety, was available for review.

Andy Fish, Senior Director, Office of Finance Programs, Maryland Department of Commerce, advised that effective January 1st of each year, the Office of Commerce (the "Department") notifies each jurisdiction of its share of the Private Activity bond allocation pursuant to Section 13-805 of the Financial Institutions Article of the Annotated Code of Maryland. Based upon issuance reports to the Department, the remaining unused amount of the Maryland State Ceiling for Private Activity Bonds in 2024, reverting to the Secretary's Reserve, is

\$325,687,440.00. The unused housing allocation transferred to the Community Development Administration (the "CDA") is \$468,533,682.00. The complete letter and Exhibit A were available for review.

PUBLIC COMMENT

The procedures for public comment were in place. No one in the audience offered comments.

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 October 7, 2025, is \$298,110.00. The use of Fund Balance was \$13,953.00.

CLOSED SESSION

At 7:42 p.m., Commissioner Price made a motion, seconded by Commissioner Nickerson, and carried unanimously to go into a closed session. The meeting was closed under the Annotated Code of Maryland, General Provisions Article §3-305 (b)(7) to consult with counsel to obtain legal advice and (8) to consult with staff, consultants, or other individuals about pending or potential litigation.

Shelley L. Heller, County Administrator; G. Robert Mowell, County Attorney; Sondra M. Blackiston, Clerk/KATE Manager; and Lacey T. Cox, Deputy Clerk II, were also in attendance.

MATTER NO. 1: LEGAL ADVICE, AND PENDING OR POTENTIAL LITIGATION

Topics to be discussed: Legal advice concerning a claim.

Reasons for closing: The advice of counsel and legal claims are confidential, and certain details should be shielded.

Shelley L. Heller, County Administrator, discussed a legal claim. Commissioner Fithian invited G. Robert Mowell, County Attorney, to give his opinion. The discussion took place, and Ms. Heller sought feedback from the Commissioners.

At 7:56 p.m., a motion made by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners unanimously adjourned the closed session and reconvened in an open session.

OPEN SESSION

Upon returning to the open session, Commissioner Price summarized that a legal matter had been discussed during the closed session.

Matter No. 1: Legal Advice and Pending or Potential Litigation – No action was taken.

At 7:57 p.m., on a motion made by Commissioner Nickerson and seconded by Commissioner Price, the Commissioners unanimously approved adjourning the meeting. The Board is scheduled to meet again on Tuesday, October 28, 2025, at 6:00 p.m.

Respectfully submitted,

Sondra M. Blackiston
Clerk

Approved:

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

October 21, 2025

PUBLIC HEARINGS

County Commissioners Ronald H. Fithian, Albert Nickerson, and John F. Price were in attendance, as were Shelley L. Heller, County Administrator; G. Robert Mowell, County Attorney; Carla Gerber, Acting Director, Planning, Housing, and Zoning; Joanne McNamara, Grants Program Administrator; and Dan Mattson, Director, Public Works.

On a motion by Commissioner Fithian and seconded by Commissioner Price, the Commissioners unanimously approved to go into a public hearing. The first hearing, by the County Commissioners acting as the Board of Licensed Commissioners, concluded at 6:17 p.m., and then moved directly to the following two public hearings.

G. Robert Mowell, County Attorney, read the protocol for a public hearing. The rules for a public hearing were in effect. Both public notices were duly advertised and included as part of the record.

WICOMICO HUNT CLUB, INC., FOX HUNTING CLUB DOG KENNEL LICENSING

The public hearing commenced at 6:20 p.m. in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, MD. Mr. Mowell proceeded to read the public notice into the record. Mr. Mowell also noted that the written comment period for the Wicomico Hunt Club, Inc., Fox Hunting Club Dog Kennel Licensing will remain open until the close of business on October 24, 2025. The public hearing is in accordance with Chapter 64: *Animals*, Article II of the Local Public Laws of Kent County, Maryland. The purpose of the public hearing was for a probationary period review of Fox Hunting Club Dog Kennel License No. 1.

Mr. Mowell provided a summary and further details of the process for the probationary period review. Mr. Mowell invited Genevieve Macfarlane, Esquire, from the Law Offices of Stevens Palmer, LLC, who is the Attorney Representative of the Wicomico Hunt Club (WHC), along with Eden Kloetzli, Professional Huntsman Foxhounds, as a licensee, to answer questions from the Board. WHC has plans to relocate the hounds to an alternate winter shelter on the property immediately. WHC will notify the Commissioners once the hounds have transitioned to the new location.

Four videos were played. Reports from the Office of Emergency Services, Kent County Sheriff's Office, and Animal Control of Animal Care Shelter for Kent County were provided for review. Discussion took place. Each Commissioner offered comments, direct experience, or recounted information directly shared with them from constituents.

PUBLIC COMMENTS

During the public hearing, citizens were invited to sign the testimony log and offer

comments on the probationary period review of the Fox Hunting Club Dog Kennel License No. 1. The following audience member provided a comment during the public hearing: Sean Maloney of the Worton area, who voiced his opposition.

DISCUSSION CONTINUED

The discussion continued, and the Commissioners provided additional individual comments. Mr. Mowell then explained more of the procedures for reviewing a probationary license, including doing nothing, requiring facility revisions, additional review with additional information from the licensee, or notifying the licensee of a revocation hearing. Time standards are attached to each of the options mentioned above.

WRITTEN COMMENTS

The following written comments were received prior to the start of the public hearing: Wendy Loller (voicemail transcribed), Susan Glenn (voicemail transcribed), Jenny Maloney (voicemail transcribed), Bob and Dorothy Hester, Marily Terry (voicemail transcribed), and Alison Bergen.

The hearing concluded at 6:51 p.m. for the Fox Hunting Club Dog Kennel License No. 1, and for the record to remain open until the close of business on Friday, October 24, 2025.

COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS FOR KENT COUNTY, MARYLAND, MILLINGTON WASTEWATER TREATMENT PLANT PROJECT

The next hearing commenced at 6:51 p.m. Mr. Mowell read the notice, its entirety, into the record. The Board of County Commissioners of Kent County will conduct a public hearing to obtain the views of citizens on community, economic development, and housing needs to be considered for submission of an application to the Maryland Community Development Block Grant Program (CDBG). Citizens will have the opportunity to discuss proposed projects and to provide input on other needs to be considered. The Public Hearing will be held at 6:00 p.m. on Tuesday, October 21, 2025, in the Commissioners' Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland. The agenda for the meeting will be published online at <https://kentcountymd.portal.civicclerk.com/>. The agenda will be posted 24 hours in advance of the meeting. The Commissioners are scheduled to vote on the CDBG application, following the Public Hearing, at the same meeting. The draft application will be available for the public to review beginning on Friday, October 17 at 10:00 a.m., through Thursday, October 23, at 4:30 p.m., during normal business hours at the Department of Planning, Housing, and Zoning at 400 High Street, Chestertown, Maryland.

Joanne McNamara, Grants Program Administrator, provided a summary and further details of the intent of the grant application and the purpose of the public hearing. The Maryland

Community Development Block Grant (CDBG) Program is a federally funded program designed to assist local governments with activities directed toward neighborhood revitalization, housing opportunities, economic development, and improved public services. CDBG funding is highly competitive and must meet one of the following national objectives: (1) activities that will benefit low and moderate-income (LMI) persons or households; or (2) aid in the prevention or elimination of slums or blight; or (3) meet an urgent or immediate threat to community health and welfare.

Ms. McNamara provided pertinent information about available funding and discussed the project-specific details. Kent County Department of Public Works (DPW) seeks to apply for CDBG funding to support an infrastructure improvement project related to the wastewater conveyance system in Millington that is necessary to complete the relocation of the Millington Wastewater Treatment Plant from its current location in Town to a County parcel outside of the flood plain. The Town has been highly supportive of this transfer, as the current plant, located on Town property and operated by the Town via contractor, is subject to flood risk and has received significant damage in the past. The current plant is also aged well beyond its useful life. The project will improve the wastewater conveyance system in the Town so it can transport wastewater to the new location once it is constructed. The Town of Millington is home to 610 residents, the majority of whom are low to moderate income as defined by DHCD. A complete copy of the SYF2026 application was submitted as part of the public hearing materials. Ms. McNamara further explained that the County intends to apply for the maximum allowable amount of \$800,000.00. Dan Mattson, Director, Public Works, offered a technical explanation concerning the conveyance system.

The proposed application was discussed, and the Commissioners asked questions about the project and funding availability, and stated the County's commitment to supporting this critical project.

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 unanimously agreed to adjourn the public hearing at 7:14 p.m. and return to regular session. Resolution 2025-18 will be voted on upon resuming the regular session.

Respectfully submitted,

Sondra M. Blackiston
Clerk/ KATE Manager

Public Hearing Minutes – Wicomico Hunt Club, Inc., Fox Hunting Club Dog Kennel Licensing and
Community Development Block Grant Applications for Kent County, Maryland, Millington
Wastewater Treatment Plant Project
October 21, 2025
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Approved:

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

October 21, 2025

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

Shelley L. Heller, County Administrator, G. Robert Mowell, County Attorney, and Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement, were also present.

CONSENT ITEM

On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved Consent Item #2 - Liquor Minutes, October 7, 2025.

SPECIAL CLASS C LICENSES

The Chestertown Rotary Club submitted a Special Class C (Per Diem) liquor license application to sell beer and wine for a Fundraiser on October 25, 2025, from 12:00 p.m. to 3:00 p.m. at the Chester River Yacht and Country Club. The application was provided for review. On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the Special Class C (Per Diem) liquor license application for the Chestertown Rotary Club.

The National Music Festival submitted a Special Class C (Per Diem) liquor license application to sell beer and wine for a Fundraiser with Live Performers on November 7, 2025, from 6:00 p.m. to 9:00 p.m. at St. Paul's Kent Church. The application was provided for review. On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the Special Class C (Per Diem) liquor license application for the National Music Festival.

No comments were received either in support of or against either application.

PUBLIC HEARING PROTOCOL

Commissioner Fithian waived the reading of the public hearing protocols. The rules for a public hearing were in effect.

On a motion by Commissioner Fithian and seconded by Commissioner Price, the Commissioners unanimously approved to go into a public hearing.

TSIONAS WATERMAN'S LLC, TRADING AS WATERMAN'S CRAB HOUSE CLASS B, BEER, WINE, AND LIQUOR LICENSE WITH DELIVERY (DEL)

The hearing commenced at 6:15 p.m. G. Robert Mowell, County Attorney, read the public notice into the record. Notice, an application has been made by Members Stephanie Blusk and Angela Tsionas-Matuals, representing Tsionas Waterman's, LLC, for a Class B, Beer, Wine, and Liquor License with Delivery (DEL) on the premises known as Waterman's Crab House,

which shall authorize the holder thereof to sell Beer, Wine, and Liquor at retail, at the place therein described, for on-premises consumption, or elsewhere. A hearing on the application will be held in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr. Government Center, 400 High Street, Chestertown, MD, on October 21, 2025, at 6:00 p.m., at which time any exceptions to the application will be heard. The hearing was duly advertised.

Mr. Mowell administered the Oath to Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement (KATE), John Work, Board Member representing Tsionas Waterman's, LLC, trading as Waterman's Crab House, and anyone else wishing to testify.

Mr. Mowell stated that a legal review of the application for a Class B, Beer, Wine, and Liquor License with Delivery (DEL) had been completed. Inspector Pearsall informed the Commissioners that the applicants had met all the requirements for approval of the application. Waterman's Crab House has been in operation for many years and will now be managed by Stephanie Blusk and Angela Tsionas-Matuals. The current license will need to be surrendered prior to the issuance of a new license. Additionally, Inspector Pearsall detailed the bulk transfer requirements for the applicants. Staff recommended approval of the application without contingencies. No comments were offered in favor of or in opposition to the application. There being no objections, on a motion by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners unanimously approved the Class B, Beer, Wine, and Liquor License with Delivery (DEL) for Tsionas Waterman's, LLC, trading as Waterman's Crab House. The public hearing concluded at 6:17 p.m.

PUBLIC NOTICE

Notice: an application has been made by Members Andrew Kuechler, Emmett Duke, and Katelyn Boardman, representing Honk Honk, LLC, for a Class D, Beer, Wine, and Liquor License on the premises known as Betty's Bar, 844 High Street, Chestertown, MD 21620, which shall authorize the holder thereof to keep for sale and to sell Beer, Wine, and Liquor at the place therein described, for on-premises consumption, or elsewhere. A hearing on the application will be held in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr. Government Center, 400 High Street, Chestertown, MD, on November 4, 2025, at 6:00 p.m., at which time any exceptions to the application will be heard.

At 7:57 p.m., a motion was made by Commissioner Nickerson, seconded by Commissioner Price, and the Commissioners unanimously approved adjourning the meeting. The Board is scheduled to meet again on Tuesday, October 28, 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