



The County Commissioners of Kent County

Ronald H. Fithian, President | Albert H Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | G. Robert Mowell, County Attorney

Agenda

Tuesday, December 16, 2025 - 6:00 PM
400 High Street
Chestertown, Maryland

Citizens wishing to address the Board must sign up and limit comments to three minutes. To ensure fairness and order, speakers must be recognized by the President, use the microphone, and state their name and address before speaking.

6:00 PM Call to Order/Pledge of Allegiance/Moment of Silence

Meeting Announcement - LEGISLATIVE DAY

Consent Items

- 1) Regular Session Minutes, December 2, 2025
- 2) Liquor Minutes, December 2, 2025
- 3) Carolyn Sorge, Chair, Commission On Aging - Member Appointments
- 4) G. Robert Mowell, County Attorney - Certificate of Satisfaction
- 5) Jill Coleman, Director, Parks and Recreation - Parks and Recreation Advisory Board Member Reappointments
- 6) Carrie Klein, Deputy Director, Public Works - Heating, Ventilation, and Air Conditioning (HVAC) Units-Commissioners Building and Courthouse
- 7) Dan Mattson, Director, Public Works - Water and Wastewater Division, Tolchester Wastewater Treatment Plant (WWTP) Actuator Replacement
- 8) Dan Mattson, Director, Public Works - Maryland Rural Water Association Apprenticeship Program Letter of Support

Special Recognitions

University of Maryland Shore Regional Health - Community CPR Save

Kent County Family YMCA - Community CPR Save

G. Robert Mowell, County Attorney

Legislative Session Protocol

Legislative Session

Code Home Rule 9-2025 Cannabis Processor in the Commercial District (C) - Introduction, First Reading

Appointments

Dr. Mary McComas, Superintendent, and Kreigh Kirby, Interim Director of Finance, Kent County Public Schools - Worton Elementary School

Department Requests/Updates

Scott Boone, Director, Information Technology - Request to Approve Amended and Restated Master Service Agreement

Carla Gerber, Director, Planning, Housing, and Zoning - Preliminary Report for the CPCN Application of Shadding Reach Road, LLC. Solar Project for the Installation of a 4.5 MW Utility-Scale Solar Energy System

Joanne McNamara, Grants Program Administrator - Opioid Restitution Fund 2026 Grant Program Award Recommendations

Joanne McNamara, Grants Program Administrator - FY2026 Residential Energy Equity Program

Michael Sutton, Director, Human Resources Department

Kent Family Center- Service Coordinator- Vacancy

Public Works - Roads Department - Motor Equipment Operator Vacancy

Dan Mattson, Director, Public Works Director

Betterton Boardwalk Replacement

Shelley L. Heller, County Administrator

Request for Funding - Clean Chesapeake Coalition for Administrative Appeal to Maryland Department of the Environment for Conowingo Dam Relicensing

County Administrator Report

Compensation Review Commission

Letters or Documents for Signature

Letter of Congratulations and Open Invitation, Town of Chestertown, Mayor-Elect Meghan Efland

Public Notices

Comcast Public Notice - Price Increases for Certain Services and Fees

For Your Information

Commissioners Citation — Patrick J. Shanahan, M.D.

Maryland Department of the Environment, Water and Science Administration

American Rescue Plan Act Funds

12-2-2025 ARPA Fund Commissioner Report

Contingency Fund

12-2-2025 Commissioner Report Contingency

Public Comment/Media Review

Procedures For Public Comment

Closed Session

Shelley L. Heller, County Administrator - Personnel

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.

G. Robert Mowell, County Attorney - Litigation

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 to discuss pending or potential litigation.

Shelley L. Heller, County Administrator - Personnel

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 - Personnel and Legal Advice

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; and (7) To consult with counsel to obtain legal advice

Open Session

Adjournment