

Compensation Review Commission
400 High Street
Chestertown, MD 21620

Meeting Minutes

A duly advertised public meeting of the Compensation Review Commission was held in the Commissioners' Hearing Room at the R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland, on December 8, 2025, at 2:30 p.m.

Commission Members Present: Steve R. Leonard
 Carter G. Stanton
 Carol A. Sutura
 Michael Waal

Commission Members Not Present: James Culp

Staff Members Present: G. Robert Mowell, County Attorney
 Shelley L. Heller, County Administrator
 Jennifer White, Business Partner, Human Resources
 Pat Merritt, Chief Finance Officer, Finance Department
 Tonya L. Thomas, Deputy Clerk

Ms. Sutura called the meeting to order at 2:35 p.m. A roll call was completed, and the agenda was reviewed.

Minutes: December 1, 2025, Meeting Minutes

Motion #1 (Passed)

Motion by: Mr. Leonard

Seconded by: Mr. Waal

Motion: To approve December 1, 2025, Minutes as presented.

Vote: Passed unanimously

Open Session:

Mr. Leonard gave an overview of the discussion that took place at the December 1st meeting. The Commission requested that staff prepare and verify the National CPI average for the last five years. Ms. Merritt provided Commissioner Compensation Estimates based on CPI increases for a period of ten years. The Commission reviewed the CPI Inflation Calculator and the U.S. Bureau of Labor Statistics summary of annual and semi-annual indexes.

Motion #2 (Withdrawn)

Motion by: Mr. Leonard

Motion: To increase the December 1, 2026, salary to \$28 551.15, which is a ten-year average, and increase each subsequent year by 3.14% based on the ten-year average.

Action: Ms. Sutera tabled the motion. Following the discussion, Ms. Sutera untabled the motion and seconded it. After further discussion, Mr. Leonard withdrew his motion.

Motion #3 (Passed)

Motion by: Mr. Leonard

Seconded by: Mr. Waal

Motion: To start at a salary of \$28,500.00 on December 1, 2026, with an increase of 3.14% each subsequent year, rounded down to the nearest 100th each year, starting with that number for the following year, with subsequent year salaries: \$29,300.00, \$30,200.00, and \$31,100.00 by the fourth year of the term.

Vote: Passed unanimously

Mr. Mowell presented draft Resolution 2025-1 for review.

Motion #4 (Passed)

Motion by: Mr. Leonard

Seconded by: Mr. Waal

Motion: To adopt Resolution 2025-1 Recommendation of the Kent County Compensation Review Commission with an amendment to paragraph four (4), changing from 5 years to 10 years and inserting the starting salary of \$28,500.00 and subsequent year salaries: \$29,300.00, \$30,200.00, and \$31,100.00 by the fourth year of the term.

Vote: Passed unanimously

Ms. Sutera announced there were no other business matters before the Commission.

Motion #5 (Passed)

Motion by: Ms. Sutera

Seconded by: Mr. Leonard

Motion: To adjourn the meeting at 3:15 p.m.

Vote: Passed unanimously

Respectfully submitted,



Tonya L. Thomas, Deputy Clerk

Approved:


Carol Sutera, Chair

Compensation Review Commission