

July 7, 2026

A meeting of the County Commissioners of Kent County was called to order at 6 p.m., with the following present: Ronald H. Fithian, President, Albert H. Nickerson, and John F. Price. The meeting was convened with the Pledge of Allegiance. Commissioner Fithian asked everyone to remain silent to express gratitude for weathering the recent storms and for a prosperous summer.

Shelley L. Heller, County Administrator, G. Robert Mowell, County Attorney, and Lacey M. Townsend, County Clerk, were also present.

SPECIAL REGOGNITION

The Commissioners presented Jean Adele (Blackiston) Foreman a Commissioners Citation for her Ninetieth Birthday. Commissioner Fithian provided Ms. Foreman's biography. Commissioner Nickerson read the citation into the record and presented it to Ms. Foreman.

CONSENT ITEMS

On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved all eight consent items as presented:

1. Regular Session Minutes, June 23, 2026.
2. Closed Session Minutes, June 23, 2026.
3. Joanne McNamara, Grants & Contracts
 - Acceptance of FY2027 Body Armor for Local Law Enforcement (BARM) Grant.
4. Joanne McNamara, Grants & Contracts
 - Authorization of Individuals to Request Community Development Block Grant (CDBG) Reimbursement.
5. Joanne McNamara, Grants & Contracts
 - Approval of Community Development Block Grant (CDBG) Semi-Annual Report.
6. Dan Mattson, Director, Public Works, Environmental Operations
 - Division-FY2027 Landfill Monitoring Contracts.
7. Jeanne Edwards, Senior Accountant, Office of Finance
 - Kent County Board of Education FY2027 Electronic Transfer Request.
8. Jeanne Edwards, Senior Accountant, Office of Finance
 - Kent County Library FY2027 ACH Transfer Schedule of Funds.

APPOINTMENT

Kim Righi, Executive Director, Kent Attainable Housing-Water and Sewer Allocation Donation Request: The Department of Water and Wastewater Services received a request for one (1) water allocation and one (1) sewer allocation to serve a residential property located on Lambs Meadow Road, Worton, Maryland (Tax Map 0020, Parcel 0130). The County Commissioners approved the allocation request and executed a Public Works Agreement for Kent Attainable Housing at their May 6, 2025, meeting. At the time of approval, the property was undergoing a

subdivision into two (2) lots, and the subdivision process had not yet been finalized. Consequently, the executed Public Works Agreement did not identify a specific lot to which the approved allocations would apply. Since that time, the subdivision has been completed. A revised Public Works Agreement for a water and sewer allocation associated with Lot 2 has been approved and signed by the Commissioners. At the June 9, 2026, meeting, Kim Righi, Executive Director of Kent Attainable Housing (KAH), presented information regarding an upcoming grant opportunity to support the construction of an affordable housing unit for Lot 2. As part of the grant requirements, KAH was required to demonstrate local government support for the project. The County Commissioners approved a \$16,200.00 contribution to cover the costs of the required water and sewer allocations associated with the proposed development. However, since then, Ms. Righi was informed that they were not approved for the grant funding they applied for. Ms. Righi requested that the previously approved donation be honored even though the grant that required a match was denied. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the amended request for a donation of \$16,200.00 from FY27 contingency funds for Kent Attainable Housing. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the letter of support as presented.

Jennifer Cox, Director of Community Services, and Herb Cain, Executive Director, Upper Shore Aging, Inc. - Supporting Older Adults with Resources Annual Plan Review: Jennifer Cox, Director of Community Services at Upper Shore Aging, Inc., presented the Supporting Older Adults with Resources (SOAR) Annual Plan Review for signature. Ms. Cox stated that the SOAR program was formerly known as Senior Care and Senior Assisted Living Subsidy, but the Maryland Department of Aging changed it to SOAR (Supporting Older Adults with Resources) this fiscal year. Mr. Cain gave an overview of the services provided by the Upper Shore Aging organization to the residents of Kent County. Mr. Cain also commented on the budget cuts to Upper Shore Aging, which makes it hard to continue providing some of these services. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the Supporting Older Adults with Resources (SOAR) Annual Plan for Upper Shore Aging Inc., as presented.

G. ROBERT MOWELL, COUNTY ATTORNEY, LEGISLATIVE SESSION

Code Home Rule 3-2026 Community Reinvestment and Repair Commission - Introduction, First Reading: Chapter 15 of the Public Local Laws of Kent County governs the Community Reinvestment and Repair Commission and the use of special funds that may only be used for, among other things, community-based initiatives intended to benefit low-income communities. As our laws are written, grant applications are due on May 1, and awards may only be made once each calendar year. The amended legislation seeks to remove this barrier, authorize the Commission to regulate the distribution of grants, and bring them before the County Commissioners for approval on a rolling basis. Mr. Mowell provided an overview of the legislative bill. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved to introduce Code Home Rule Bill 3-2026 and for the Bill to be scheduled for Public Hearing.

G. ROBERT MOWELL, COUNTY ATTORNEY

Resolution 2026-15 For the Purchase of Property for the Millington Wastewater Treatment Plant: The current design of the conveyance pipe that will run from the existing Millington WWTP site to the proposed WWTP site requires the establishment of an easement across a private property within the Town of Millington known as 373 Cypress Street (the "Property"). This design represents an estimated \$800,000.00 in construction cost savings, as opposed to rerouting the conveyance solely within Public Right-of-Way. Attempts to negotiate an easement on the property failed. On October 28, 2025, the County Commissioners of Kent County authorized the Director of Public Works to negotiate a sale of the Property to Kent County. On May 29, 2026, Mike and Jeneen McClain, the owners of the Property, agreed to sell it to Kent County for \$550,000.00, with a targeted closing date of July 21st. On purchase, the easement will be formalized and recorded, then the property resold by the County on the open market. This would expedite the easement process and mitigate design and permitting delays. Resolution 2026-15 authorizes the sale of the Property. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved to adopt Resolution 2026-15 as presented.

Millington Wastewater Treatment Plant Property Purchase Agreement: Upon the adoption of Resolution 2026-15, the provided Purchase Agreement will authorize the County and McClains to proceed to closing for the purchase of their property at 373 Cypress Street, Millington. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved regarding the Resolution that was approved to designate funds from the general fund to make that investment.

MICHAEL SUTTON, DIRECTOR, HUMAN RESOURCES

Kent Family Center Child Development Specialist Vacancy: Mr. Sutton discussed a hiring recommendation for the Child Development Specialist vacancy. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved a conditional offer of employment to the recommended candidate at the proposed rate for the identified vacant position.

BRAD RUSSUM, CHIEF OF COMMUNICATIONS AND PETE LANDON, DIRECTOR, OFFICE OF EMERGENCY SERVICES

Portable Radio Replacement Agreement: The majority of Kent County's portable radio fleet was purchased in 2011 and has reached the end of its expected service life. These radios are now approximately 15 years old, and Motorola Solutions has announced end-of-support for the APX6000 platform. As a result, repair options, replacement parts, and manufacturer support will become increasingly limited, creating operational and reliability concerns for public safety personnel. This request provides funding to replace fifty law enforcement portable radios with the Motorola N70 platform. The project includes fifty portable radios, fifty spare batteries, fifty desktop chargers, and fifty remote speaker microphones. The new radios include SmartConnect and Critical Connect capabilities, allowing users to maintain communications over LTE and Wi-Fi networks when operating outside normal radio coverage areas. Discussion took place. On a motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners

unanimously approved and executed the Motorola Solutions quote for the purchase of fifty Motorola N70 portable radios and associated equipment.

JOANNE MCNAMARA, DIRECTOR, GRANTS AND CONTRACTS

Acceptance of Maryland Office of Overdose Response (MOOR) FY2027 Competitive Grant Agreement: On March 3, 2026, the Commissioners unanimously approved submission of a competitive grant application to the Maryland Office of Overdose Response (MOOR) seeking funding to support the Kent County Detention Center's Medication Assisted Treatment (MAT) program, which has been in place since the passage of House Bill 0116 (2019) requiring MAT services in Maryland detention centers. Without grant funding, the County would be required to cover the cost of MAT services for incarcerated individuals from general funds. Kent County has since received notification that its competitive application was successfully selected for award in the amount of \$224,520.75, an amount expected to fully fund the cost of MAT services. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved to accept the Grant Award Agreement, as presented.

ROBERT GAST, CHIEF FINANCE OFFICER, OFFICE OF FINANCE

Review of Year-To-Date Financial Statements: Mr. Gast provided a review of the third quarter results for FY2026. Mr. Gast gave a presentation on the year-to-date financials.

HILARY SIAKOR-SIRLEAF, WARDEN, AND ROLAND SHEPPARD, DIRECTOR OF OPERATIONS, KENT COUNTY DETENTION CENTER

Pay Tel Incarcerated Individual Telephone / Video / Tablet Services: Kent County Detention Center and Pay Tel Communications, Inc. previously entered into a Master Services Agreement (MSA) on April 23, 2019, which had been amended over time and was set to continue through June 18, 2030. Both parties now seek to replace the prior agreement in its entirety with an updated MSA that reflects current regulations, operational needs, and technological updates to inmate communication services. Under the new MSA, Pay Tel Communications replaces the 2019 contract and continues Pay Tel's exclusive provision of inmate communication services at the Kent County Detention Center through June 18, 2030, with automatic renewal provisions. The Agreement outlines the full scope of services Pay Tel will provide, including inmate telephone calling, tablet services, video visitation, postal mail scanning, messaging, educational and reentry resources, and related technology systems. Discussion took place. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the Pay Tel Agreement as presented.

Trinity Services Group, Inc. Contract, RFP KCDC #26-09 Food Services: Kent County issued Request for Proposals (RFP) KCDC #26-09 to solicit qualified vendors to provide food catering and cafeteria services for the Kent County Detention Center. The bid opening was conducted on February 20, 2025, at 10:00 a.m. in the Department of Public Works. One proposal was received from Trinity Services Group, Inc., which was determined to be a responsive and responsible proposer. The Agreement provides for a five-year contract term, beginning July 1, 2026, and ending June 30, 2031, with the option to renew annually upon mutual consent.

Discussion took place. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the recommended contract with Trinity Services Group, Inc., for a five-year term, effective July 1, 2026.

CARLA GERBER, DIRECTOR, PLANNING, HOUSING, AND ZONING

Maryland Agricultural Land Preservation Foundation FY2027/2028 Easement Application Rankings: The Maryland Agricultural Land Preservation Foundation (MALPF) is accepting applications for the FY2027/2028 easement acquisition cycle. Ms. Gerber provided an overview of the process and the necessary steps to apply for a MALPF easement. The applications were evaluated using the County's approved Easement Prioritization Formula, and the rankings were reviewed by the Agricultural Preservation Advisory Board. State regulations require that the County Commissioners review and approve the ranked applications submitted to MALPF for appraisal and consideration for easement acquisition. State regulations also require that the ranked list remain confidential until the cycle is declared closed. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the Maryland Agricultural Land Preservation Foundation, also known as MALPF, easement applications as ranked.

2026 Maryland Department of Transportation Annual Transportation Priority Letter: Kent County sends a letter to the Secretary of the Maryland Department of Transportation (MDOT) each year outlining the County's transportation priorities. Ms. Gerber provided an overview of how the project list is compiled and what is submitted for consideration. Traditionally, the second Chester River bridge is included in each year's Priority Letter. This year is no different. The Department of Planning, Housing, and Zoning has reached out to all Towns, and changes requested by responding Towns are included in the draft letter. The Planning Commission reviewed the draft at its June meeting and recommended approval. Discussion took place. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved the draft letter as presented.

FOR YOUR INFORMATION

2026 Educational Facilities Master Plan, Comprehensive Plan Letter of Consistency: The Educational Facilities Master Plan requires a letter of consistency with the Comprehensive Plan. Carla Gerber, Director, Planning, Housing, and Zoning, provided a copy of the letter that was drafted and sent.

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 June 2, 2026, is \$23,978.00. The use of Fund Balance was \$2,010,921.00.

PUBLIC COMMENT

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

CLOSED SESSION

At 6:56 p.m., a motion was made by Commissioner Price, 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)(8) To consult with staff, consultants, or other individuals about pending or potential litigation. One matter was taken up for discussion.

Shelley L. Heller, County Administrator; G. Robert Mowell, County Attorney; Dan Mattson, Director, and Carrie Klein, Deputy Director, Public Works; and Lacey Townsend, County Clerk, were also in attendance.

MATTER NO. 1: LEGAL ADVICE

Topic to be discussed: The status of potential litigation with an outside vendor.

Reason for closing: Discussions about pending litigation are privileged, and specific details concerning legal strategy should be shielded.

Mr. Mowell informed the Commissioners that on the evening of July 10, 2024, the wall-mounted water fountain in the main hallway of the Kent County Courthouse broke, causing water to shoot out from the faucet. This incident was discovered on July 11, 2024. As a result of the fountain malfunctioning all night, portions of the first floor were flooded, and water leaked into the basement. A claim was sent to Local Government Insurance Trust (LGIT), which hired Davies Group to inspect and assess the water-related damage. PBI, a commercial construction and remediation company, repaired the damage done to the Courthouse.

At 7:17 p.m., on a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously adjourned the closed session and reconvened in open session.

OPEN SESSION

MATTER NO.1: LEGAL ADVICE

Commissioner Price summarized the closed session discussion regarding a potential litigation. No action was taken. On motion by Commissioner Price, and seconded by Commissioner Nickerson, the Commissioners unanimously approved to pay an outstanding invoice in the amount of \$22,681.92, and that the money should be taken from the contingency fund.

Regular Session Minutes

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At 7:19 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, July 14, 2026, at 10:00 a.m.

Respectfully submitted,

Lacey M. Townsend
County Clerk

Approved:

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

July 7, 2026

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, Lacey M. Townsend, County Clerk, 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 the Consent Item - Liquor Minutes, June 23, 2026.

PUBLIC HEARING

The hearing commenced at 6:10 p.m. The rules for a public hearing were in effect.

ROCK HALL BREWING COMPANY LLC, CLASS B, BEER, WINE, AND LIQUOR LICENSE

Mr. Mowell stated that the application was duly advertised in the Kent News on June 11, 2026, and June 18, 2026. Application has been made by Members Anita Leonard, Christopher Leonard, and Matthew Walling, representing Rock Hall Brewing Company, LLC. They have applied for a Class B Beer, Wine, and Liquor License on the Premises known as Rock Hall Brewing, 5781 Main Street, Rock Hall, MD 21661, 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.

Mr. Mowell administered the Oath to Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement (KATE), Anita Leonard, and Christopher Leonard, and anyone else wishing to testify.

Inspector Pearsall informed the Commissioners that the applicants met all the requirements for consideration by the Board and had been reviewed and approved by the County Attorney. Staff recommended approval of the application. Steve Leonard provided testimony regarding the application process and how helpful Inspector Pearsall is with that process. No other comments were offered in favor of or in opposition to the application.

On a motion by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners unanimously approved the Class B, Beer, Wine, and Liquor Alcoholic Beverage License for Rock Hall Brewing Company LLC as presented.

The public hearing concluded at 6:13 p.m.

Liquor Minutes

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At 7:19 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, July 14, 2026, at 10:00 a.m.

THE BOARD OF LICENSE COMMISSIONERS
OF KENT COUNTY, MARYLAND

Lacey M. Townsend
County Clerk

Approved:

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