

November 29, 2022

A meeting of the County Commissioners of Kent County was called to order at 10:01 a.m. with the following present: P. Thomas Mason, President, Robert N. Jacob, Jr., and Ronald H. Fithian. The meeting convened with the Pledge of Allegiance. Commissioner Mason asked the audience to remain standing for a moment of silence for the issues taking place in Ukraine and China, and for the United States Soccer team.

Shelley L. Heller, County Administrator, and Thomas N. Yeager, County Attorney were also in attendance.

CONSENT ITEMS

On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the following items:

1. Regular Session Minutes, November 15, 2022
2. Liquor Minutes, November 15, 2022
3. Closed Session Minutes, November 15, 2022
4. Soroptimist International of Kent & Kent Queen Anne's County, Raffle Only, December 1, 2022 – January 31, 2023
5. Soroptimist International of Kent & Queen Anne's County, Raffle Only, December 1, 2022 – May 16, 2023
6. GAR Post #25, Inc., Raffle Only, December 3, 2022

RECOGNITION

John Price, Sheriff, and Dennis Hickman, Captain, Kent County Sheriff's Office (KSCO), presented Dfc. Parker L. Hudson with the Sheriff's Citation Award. This award was given to Dfc. Hudson for his attention to detail and quick, professional response to stressful, emotional, and potentially fatal situations. Captain Hickman summarized an emergency event that took place on February 6, 2020. Emergency Medical Services (EMS) were dispatched to an address on Circle Park Drive, Rock Hall, MD for a report of an 8-year-old child in a respiratory arrest that could not breathe. The call was then upgraded to cardiac arrest. EMS arrived at the scene and Rock Hall Police were dispatched and arrived shortly thereafter. Dfc. Parker L. Hudson arrived on the scene to assist EMS with the life support of the 8-year-old child, who was later transported to the hospital for further medical attention. EMS personnel made it clear that the child would not have survived if it was not for the assistance of Dfc. Hudson. Dfc. Hudson acted quickly, professionally, and effectively in a stressful situation. He utilized his knowledge as a Deputy Sheriff along with his previous military and medical experience to help save the life of an 8-year-old resident of Kent County, MD. Dfc. Hudson's efforts during this incident conform to the highest standards of the law enforcement profession.

Sheriff Price and Captain Hickman presented Dfc. Aquil E. Freeman and Dfc. Collin W. Shockley with the Sheriff's Citation Award. This award was given to Dfc. Freeman and Dfc. Shockley for their attention to detail and perseverance that led to saving the life of a missing individual. Captain Hickman summarized an emergency event that took place on August 22, 2022. Dfc. Freeman and Dfc. Shockley were assigned to a case of a missing 84-year-old man from

Millington, MD. Earlier in the day the man's vehicle was located on the Queen Anne's County side of Millington. Dfc. Freeman and Dfc. Shockley arrived on the scene and investigated the vehicle and immediately comprehended that they needed additional resources to locate the man. A bloodhound K9 unit responded from the Caroline County Sheriff's office to track the missing man but was unsuccessful in doing so. After the K9 unit cleared the scene Dfc. Freeman and Dfc. Shockley continued to search on foot for the missing man. At 1:15 a.m. on August 23, 2022, a shoe was found in the bushes across the road from where the vehicle was located. The missing man was located under a fallen tree, 20 feet down a steep, wet, overgrown embankment along the train tracks near the bridge on High Bridge Road. The missing man had been there for 24 hours when he was found by Dfc. Freeman and Dfc. Shockley and assessed the situation accordingly until EMS units could arrive. Once the EMS units arrived, they were able to assist in carrying him up the roadway. Dfc. Freeman and Dfc. Shockley showed immense amounts of heroism, compassion, and professionalism during this critical event. They ensured they were thorough, put themselves in harm's way without hesitation, and remained calm. Dfc. Freeman's and Dfc. Shockley's efforts during the incident conform to the highest standards of the law enforcement profession.

Sheriff Price and Captain Hickman presented D/S Griffiths, Dfc. Nolan, and Cpl. Trinks with the Sheriff's Citation Award. This award was given to D/S Griffiths, Dfc. Nolan, and Cpl. Trinks for their attention to detail and perseverance to saving a person's life. Captain Hickman summarized an emergency event that took place on March 15, 2022, at approximately 7:17 p.m., on Hawkins Drive, Chestertown, MD. A Chestertown Police Officer called out with shots fired complaint, and Kent County Sheriff's Office units wasted no time assisting. Once on the scene, they observed an individual suffering from multiple gunshot wounds and a civilian attempting to render aid to the person. D/S Griffiths, Dfc. Nolan, and Cpl. Trinks remained calm and assisted in taking control of the scene. All KSCO units worked together to apply pressure to the main wound on the victim's leg and ultimately apply a tourniquet that would eventually save the individual's life. They used their training to safely check for other wounds on the victim. The KCSO units' swift actions allowed paramedics to quickly treat the victim's wounds before being airlifted to the Shock Trauma Center in Baltimore, MD. D/S Griffiths, Dfc. Nolan, and Cpl. Trinks took tactical positions to secure the crime scene. They showed an immense amount of heroism, compassion, and professionalism during this critical event. They put themselves in harm's way without hesitation and remained calm. D/S Griffiths, Dfc. Nolan, and Cpl. Trinks efforts during the incident conform to the highest standards of the law enforcement profession.

APPOINTMENT

Delegate Jay A. Jacobs, Delegate Steven J. Arentz, and Delegate Jefferson L. Ghrist were in attendance to discuss the upcoming Maryland's 2023 Legislative Session. One topic of particular concern was the projected fiscal effects of funding Kent County Public Schools under The Blueprint for Maryland's Future Act, commonly referred to as the Kirwan Commission. Each Delegate gave input regarding the Kirwan Commission and informed the Commissioners that they would help as best as possible. Discussion took place. Mr. Mike Waal, County Resident and Mr. Brian Matthews, Executive Director, Kent Forward, presented comments and questions to the

Commissioners and Delegates regarding the Kirwan Commission. Their questions were answered accordingly. Further discussion ensued.

PUBLIC WORKS - ENVIRONMENTAL OPERATIONS

Mike Moulds, Director, and Marty Holden, Division Chief, Environmental Operations, Public Works, provided the Commissioners with an overview of the FY2022 Public Landings and Facilities Annual Report. The report highlighted current, completed, and future projects. Revenues, expenses, and grant requests were summarized.

KENT COUNTY LOCAL MANAGEMENT BOARD (KCLMB)

Rosemary Ramsey Granillo, Director, KCLMB, presented the Community Partnership Agreement for approval. This agreement is the annual contract for the KCLMB's allocation of funding from the Children's Cabinet Interagency Fund managed by the Governor's Office of Crime Prevention, Youth & Victim Services. The FY2023 award includes additional funds of \$31,214.00 that were added in the Supplemental Budget. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the FY2023 Community Partnership Agreement as presented.

Ms. Ramsey Granillo presented the Findlay House Global, LLC, Design Contract. KCLMB released a Request for Proposals on June 30th, 2022. Three proposals were submitted, and the proposal from Findlay House Global (FHG) was the only one that met the minimum requirements. KCLMB negotiated with FHG and awarded them the contract to commence on September 1, 2022. The initial proposal was for \$25,000.00 but KCLMB was able to modify and increase the amount of funding when additional supplemental funds from the State became available. This allowed KCLMB to increase the duration of the process and the number of in-person activities (as opposed to virtual) aspects of the project. Contract execution was delayed pending the completion of the Community Partnership Agreement with the Governor's Office of Crime Prevention, Youth & Victims Services (GCPYVS). The program activities commenced on time and are scheduled to be completed by April 30, 2023. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the contract with Findlay House Global, LLC, as presented.

Ms. Ramsey Granillo presented a request to approve a new Parks and Recreation representative to the Kent County Local Management Board. Parks and Recreation serve on KCLMB as an Ex-Officio seat. With Myra Butler's departure, we need to update the department's representative. As the new department director, Jillyn Coleman has agreed to serve on the Board. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the recommended Parks and Recreation representative to the Kent County Local Management Board as requested.

HUMAN RESOURCES

Marty Hale, Director, Human Resources, on behalf of Jill Coleman, Director, Parks and Recreation, presented a request to hire a full-time Facility Monitor at the recommended Grade 2

base salary. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the recommended individual for the full-time vacant Facility Monitor position in the Parks and Recreation Department as requested pending the successful completion of county pre-employment requirements.

Mr. Hale, on behalf of Mike Moulds, Director, Public Works, presented a request to hire two (2) Motor Equipment Operators (MEO I) in the Roads Division, at the recommended Grade 2 base salary. Mr. Hale summarized the hiring recommendation suggested by staff for the candidates. Discussion took place. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the hiring of the recommended applicants for the vacant MEO I positions in the Roads Division, as requested, pending the successful completion of County pre-employment requirements.

Mr. Hale, on behalf of Mike Moulds, Director, Public Works, presented a request to promote the recommended applicant to fill the Roads Supervisor vacancy. Mr. Hale summarized the hiring recommendation suggested by staff for the applicants. Discussion took place. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the promotion of the recommended employee to the vacant Roads Supervisor position as requested.

Mr. Hale, on behalf of Mike Moulds, Director, Public Works, presented a request to hire two (2) Grounds Maintenance Workers at the recommended Grade 2 base salary. Mr. Hale summarized the hiring recommendation suggested by staff for the applicants. Discussion took place. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the hiring of the recommended applicants for the vacant Grounds Maintenance Worker positions in the Public Works Department, Ground Maintenance Division, as requested, pending successful completion of County pre-employment requirements.

LETTERS FOR SIGNATURE

On November 15, 2022, the Commissioners, by majority approved appointing Paula Reeder to the Planning Commission Board. The Commissioners memorialized the appointment with a formal letter.

A member of the Sgt. Preston Ashley American Legion Post 228 came to the Commissioner's office and picked up the American Flags that had been deposited in the drop box for disposal. They hosted a ceremony to properly dispose of the flags on November 12, 2022. The Commissioners expressed their appreciation with a Thank You letter.

PUBLIC COMMENT

The procedures for public comment were in effect. Sheriff Price asked for an update regarding the vacant house on Daisy Drive in Millington damaged by a fire. Mr. Yeager gave an update accordingly. Discussion took Place.

FOR YOUR INFORMATION

A correspondence dated November 15, 2022, addressed to Shelley L. Heller, was received from Chris Mulhall, Senior Manager, Government and Regulatory Affairs, Comcast, regarding programming price changes. Comcast is always committed to delivering the entertainment and services that matter most to our customers in Kent County (MD), as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger to meet our customers' current needs and future demands. As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 20, 2022, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee.

AMERICAN RESCUE PLAN ACT FUNDS (ARPA)

A copy of the American Rescue Plan Act (ARPA) Spend Plan outlining the approved expenditures to date was provided to the Commissioners for informational purposes.

CONTINGENCY FUND

The FY2023 Contingency balance as of November 15, 2022, is \$316,484.00, and the FY2023 use of Fund Balance is \$16,794.00.

CLOSED SESSION

At 11:39 a.m., a motion was made by Commissioner Fithian, seconded by Commissioner Jacob, 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)(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; Thomas N. Yeager, County Attorney; Charles Mills, Consultant, Police Accountability Board; Lacey Cox, Deputy Clerk II; and Tonya Thomas, Deputy Clerk II, were also in attendance.

Topic to be discussed: Appointments to a Board/Commission

Reason for closing: Discussion of appointments are confidential and must be shielded.

Charles Mills, Consultant, Police Accountability Board, presented the Commissioners with seven (7) recommended candidates to be appointed to the Police Accountability Board. Mr. Mills' presentation included:

- Board Meeting Cover Letter

- Resolution 2022-11 A Resolution to Introduce Provisions Mandated by the State for the Creation of the Kent County Police Accountability Boards and Committees
- Kent District Map for PAB Candidates
- Recommended Interest Forms
- Recommended List of Names
- Alphabetic List of Names
- PAA Bullhorn v3
- PAA Venn-Org-Flow

By consensus, the Commissioners reconvened in open session.

OPEN SESSION

On a motion by Commissioner Fithian, seconded by Commissioner Mason, by a majority, the Board voted to appoint seven (7) members to the Police Accountability Board.

At 12:21 p.m. a motion was made by Commissioner Fithian, seconded by Commissioner Mason, and by a majority vote, the Commissioners approved adjourning the meeting. The Board is scheduled to meet again on Tuesday, December 6, 2022, at 6:00 p.m.

Respectfully submitted,

Lacey T. Cox
Deputy Clerk II

Approved:

P. Thomas Mason, President
The County Commissioners
of Kent County, Maryland

November 29, 2022

The Board of License Commissioners met today with the following present: P. Thomas Mason, presiding, Ronald H. Fithian, and Robert N. Jacob, Jr.

Shelley L. Heller, County Administrator, and Thomas N. Yeager, County Attorney, were also present.

CONSENT ITEM

On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved Consent Item #2 - Liquor Minutes, November 15, 2022.

SPECIAL CLASS C LICENSE

Rock Hall Volunteer Fire Company has applied for a Beer, Wine, and Liquor Special Class C Multiple Event License to cover twelve (12) events for the 2023 calendar year. The Fire Department provided a list of events already scheduled for the upcoming year. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the application as presented.

There being no further business to claim their attention, the Board adjourned and agreed to meet again on Tuesday, December 6, 2022, at 6:00 p.m.

THE BOARD OF LICENSE COMMISSIONERS
OF KENT COUNTY, MARYLAND

Lacey T. Cox
Deputy Clerk II

Approved:

P. Thomas Mason, President
The County Commissioners
of Kent County, Maryland