

**THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND
AGENDA**

October 24, 2023

10:00 AM Call to Order/Pledge of Allegiance/Moment of Silence

Meeting Announcements - Time Is Allotted At The End Of Each Meeting For The Commissioners To Receive Comments From The Public

Consent Items

#1 - Regular Session Minutes, October 17, 2023

#2 - Liquor Minutes, October 17, 2023

#3 - Closed Session Minutes, October 17, 2023

#4 - Dr. Karen Couch, Superintendent, Kent County Public Schools
Letter of Support

Appointments

Consolidated Transportation Programs Tour, Maryland Department of Transportation

TSO: Paul J. Wiedefeld, Secretary; Samantha Biddle, Deputy Secretary; Nora Corasaniti, Deputy Director for State Legislative Affairs; Joe McAndrew, Assistant Secretary for Project Development and Delivery; Rashad Pinckney, Regional Planner

MAA: Ashish J. Solanki, Director, Office of Regional Aviation Assistance

MVA: Leslie Dews, Deputy Administrator

MTA: Travis Johnston, Director, Office of Local Transit Support

SHA: Will Pines, Administrator; Matt Baker, Deputy Administrator for Project Development; Nicole Stafford, Chief of Staff; Mitch Baldwin, Deputy Director of Legislative Services; Ken Fender, District 2 Engineer

MDTA: Joseph Sagal, Executive Director; Melissa Williams, Director of Planning and Program Development

MPA: Not Attending

Senator Steve S. Hershey, Jr., and Delegates Jay A. Jacobs and Jefferson L. Ghrist, District 36

Legislative Discussion

Mayors and Councils of Kent County's Municipalities

Legislative Discussion

Dr. Karen Couch, Superintendent, and Thomas Porter, Assistant Coordinator of Accountability and Implementation, Kent County Public Schools

Blueprint for Maryland's Future Implementation Update

County Attorney

Thomas N. Yeager, County Attorney

Public Hearing Protocol

Public Hearing

Shelley Heller, County Administrator
Legislative Bond Initiative Requests
Town Of Millington and Frank Hodges, Home Partnership, Inc.
Millington Senior Village
Thomas A. Herz, Jr., Councilmember, Town of Chestertown
Chestertown Heritage Trail Legislative Bond Initiative Proposal

Special Class C Licenses

Sultana Education Foundation, Beer and Wine Only, October 27-29, 2023
Sultana Education Foundation - Sultana Downrigging Festival
Tolchester Community Association, Inc., Beer and Wine Only, November 4, 2023

Human Resources Director

Jim Miller, Director, Human Resources
Retiree Health Insurance
Jim Miller, Director, Human Resources
HR Administrative Specialist I Vacancy

Letters for Signature

Lisa Mazingo, Director, Kent Family Center
Letter of Support

Public Comment/Media Review

Procedures For Public Comment

American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan

Contingency Fund

Contingency and Use of Fund Balance Report

(Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the MD Open Meetings Law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed for specific items on the agenda are only estimates, and that the order of agenda items may change as time dictates or allows. Meetings are subject to audio and video recordings.)



**#1 - Regular Session Minutes, October 17, 2023
10/24/2023
County Commissioners Meeting**

ATTACHMENTS:

Description



**#2 - Liquor Minutes, October 17, 2023
10/24/2023
County Commissioners Meeting**

ATTACHMENTS:

Description



#3 - Closed Session Minutes, October 17, 2023
10/24/2023
County Commissioners Meeting

ATTACHMENTS:

Description



#4 - Dr. Karen Couch, Superintendent, Kent County Public Schools 10/24/2023 County Commissioners Meeting

Item Summary:

Letter of Support

ATTACHMENTS:

Description

10.24.23 Alex Donahue, Executive Director Interagency Commission on School Modernization Project,
Letter of Support Dr. Couch



The County Commissioners of Kent County
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

October 24, 2023

Mr. Alex Donahue
Executive Director
Interagency Commission on School Construction
200 West Baltimore St.
Baltimore, MD 21201

Re: Kent County Middle School Modernization Project - Letter of Support

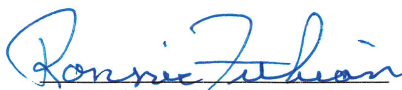
Dear Mr. Donahue:

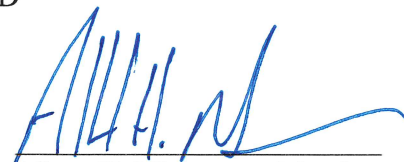
We, the County Commissioners for Kent County, Maryland, support the modernization of Kent County Middle School (KCMS). On October 9, 2023, the Kent County Board of Education (KC BOE) approved the replacement of the school on the existing school site in Chestertown, Maryland and we agree with their decision. KCMS is the only middle school in the County and will impact the education of every student enrolled in the Kent County Public Schools.

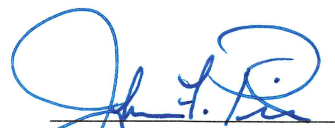
Kent County Government's ability to fund its share of the KCMS modernization project will critically depend upon the increased level of State funding participation. The KC BOE is seeking several means to increase the maximum State construction allocation, through legislative action in the 2024 session to increase the State cost-share percentages as well as add-ons to the State cost-share percentages authorized under COMAR. Therefore, our support for the project is conditional upon the level of State funding participation achieved as outlined in this letter.

We fully understand that project delays may lead to a total project cost increase; however, due to the fiscal constraints of the County, if State funding levels are not increased, we may be faced with delaying our support for the project until County funds can be secured. We also request your support and guidance in assisting the Kent County Public Schools to increase the State funding share for this urgent and essential project.

Sincerely,
THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND


Ronald H. Fithian, President


Albert H. Nickerson, Member


John F. Price, Member

cc: Dr. Karen Couch, Superintendent, Kent County Public Schools



Consolidated Transportation Programs Tour, Maryland Department of Transportation 10/24/2023 County Commissioners Meeting

Item Summary:

TSO: Paul J. Wiedefeld, Secretary; Samantha Biddle, Deputy Secretary; Nora Corasaniti, Deputy Director for State Legislative Affairs; Joe McAndrew, Assistant Secretary for Project Development and Delivery; Rashad Pinckney, Regional Planner

MAA: Ashish J. Solanki, Director, Office of Regional Aviation Assistance

MVA: Leslie Dews, Deputy Administrator

MTA: Travis Johnston, Director, Office of Local Transit Support

SHA: Will Pines, Administrator; Matt Baker, Deputy Administrator for Project Development; Nicole Stafford, Chief of Staff; Mitch Baldwin, Deputy Director of Legislative Services; Ken Fender, District 2 Engineer

MDTA: Joseph Sagal, Executive Director; Melissa Williams, Director of Planning and Program Development

MPA: Not Attending

ATTACHMENTS:

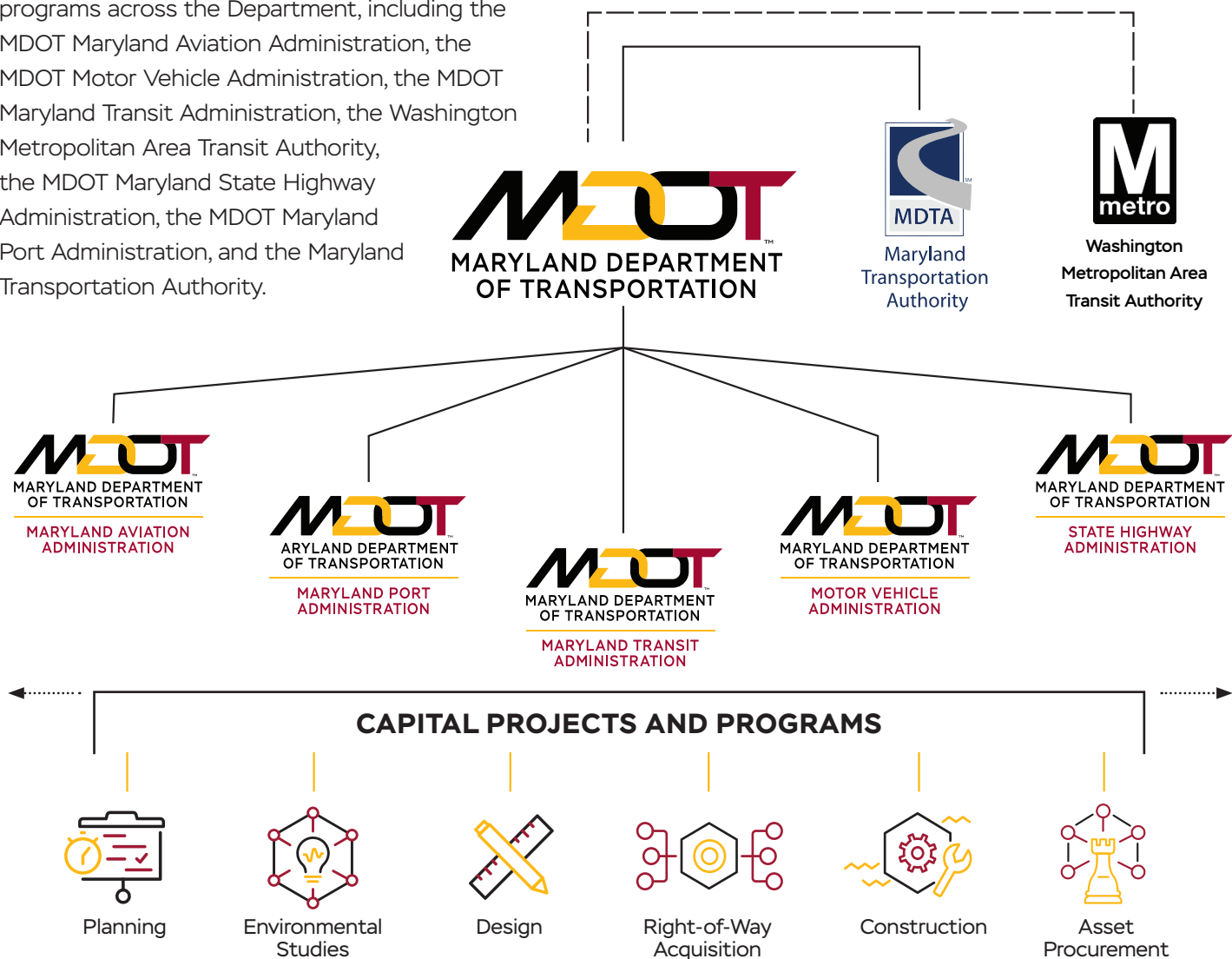
Description

MDOT CTP Factsheet

MDOT SHA Kent County Project Sheet

Maryland's Consolidated Transportation Program (CTP)

The CTP is Maryland's six-year capital budget for transportation projects and a key part of the State Report on Transportation (SRT). The CTP contains projects and programs across the Department, including the MDOT Maryland Aviation Administration, the MDOT Motor Vehicle Administration, the MDOT Maryland Transit Administration, the Washington Metropolitan Area Transit Authority, the MDOT Maryland State Highway Administration, the MDOT Maryland Port Administration, and the Maryland Transportation Authority.



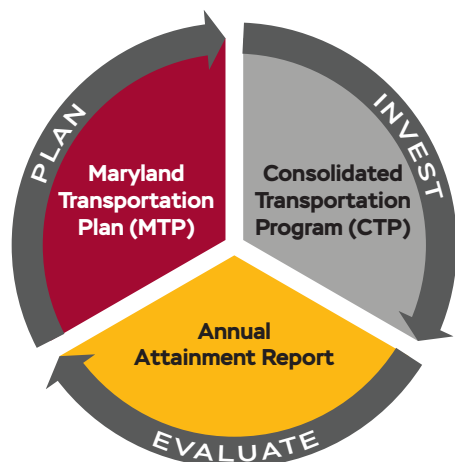
CTP CRITERION EVALUATION

The MDOT uses the following criteria to identify projects and programs that align with the State's transportation priorities.

- ➔ Meets all federal and other legal mandates (e.g. Total Maximum Daily Load compliance, Positive Train Control, Federal Aviation Administration regulations to maintain airport permits)
- ➔ Supports the Department's mission, program priorities and Maryland Transportation Plan goals (safety, system preservation, economic development, etc.)
- ➔ Meets all federal match requirements to maximize federal revenue sources
- ➔ Supports the State's plans and objectives
- ➔ Supports existing project commitments and upholds intergovernmental agreements
- ➔ Is the single top priority within a local priority letter
- ➔ Is consistent with local plans
- ➔ Is included in the regional Metropolitan Planning Organization long-range plan (if the project is located within an MPO boundary).

What is Maryland's State Report on Transportation?

The MDOT State Report on Transportation is a State legislatively required annual report on transportation, submitted each year on the third Wednesday in January to the Maryland General Assembly. It contains three important documents: the Maryland Transportation Plan (MTP), the Consolidated Transportation Program (CTP), and the annual Attainment Report (AR) on Transportation System Performance.



PLAN

The MTP is MDOT's long-range vision for transportation.

INVEST

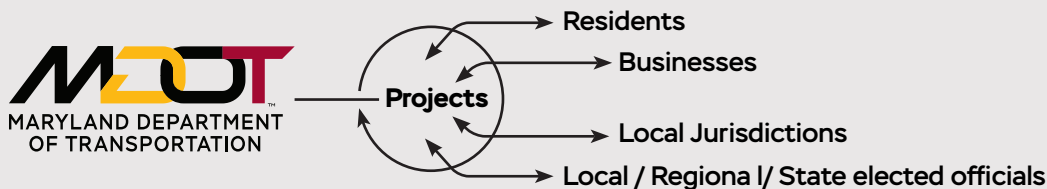
The CTP presents detailed listings and descriptions for the capital projects proposed for construction or development and evaluation.

EVALUATE

The annual **Attainment Report on Transportation System Performance** evaluates and reports on the performance of Maryland's transportation system, focusing on the goals adopted in the MTP.

CTP COORDINATION AND INPUT

MDOT works extensively with residents, businesses, local jurisdictions and local / regional / State elected officials to include projects in the CTP that preserve investments, enhance transportation services and improve accessibility throughout the State. The CTP takes nearly a full year to create.



// APRIL //

Counties submit their Priority Letters

- Priority letters should be endorsed by the commissions/council (and/or county executive), as well as the local legislative delegation.
- Metropolitan Planning Organizations' constrained long-range plans.

// SEPTEMBER //

Draft CTP published online; Secretary participates in annual County tour meetings

- Draft CTP provided to public for review

// JANUARY //

Final CTP published online; Secretary presents CTP in budget hearings in Legislature

- Final CTP provided to public for review

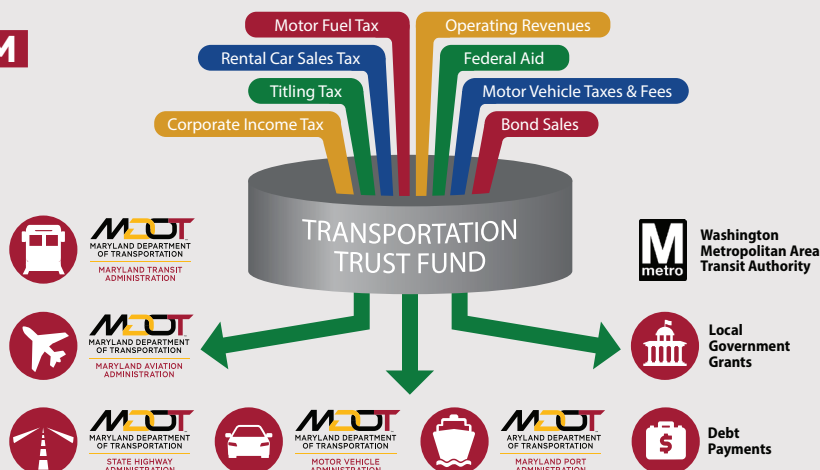
// MARCH //

Final CTP approved after Legislative session

- After extensive consultation with Maryland's citizens, local jurisdictions and the local and State delegations, MDOT advances projects in the CTP that preserve transportation system investments and safety, enhance transportation services and connections and expand transportation opportunities throughout the State.

WHERE THE MONEY COMES FROM

MDOT manages the State Transportation Trust Fund, which gives Maryland the flexibility to fund priority transportation needs that support a balanced statewide multimodal transportation system. This capability provides economic benefits to the entire State, creating jobs, expanding opportunities, and advancing transportation plans, program, and projects that will improve our transportation system and the quality of life Marylanders.





KENT COUNTY

**STATE GOALS: Maryland Transportation Plan (MTP) Goals/Selection Criteria:**

- | | |
|--|---|
| ☐ Safe, Secure, and Resilient | ☐ Quality & Efficiency |
| ☒ Maintain & Modernize | ☐ Environmental Protection |
| ☐ Economic Opportunity & Reduce Congestion | ☐ Fiscal Responsibility |
| ☐ Better Transportation Choices & Connections | |

EXPLANATION: The bridge is nearing the end of its useful service life and is rated poor.

PROJECT: US 301, Blue Star Memorial Highway

DESCRIPTION: Replacement of the northbound US 301 Bridge No. 1701401 over the Chester River.

PURPOSE & NEED SUMMARY STATEMENT: The existing structure, built in 1955, is rated poor.

SMART GROWTH STATUS: ☐ Project Not Location Specific ☒ Not Subject to PFA Law

- | | |
|--|---|
| ☐ Project Inside PFA | ☐ Grandfathered |
| ☐ Project Outside PFA | ☐ Exception Will Be Required |
| ☐ PFA Status Yet to Be Determined | ☐ Exception Granted |

STATUS: Construction underway.

SIGNIFICANT CHANGE FROM FY 2023 - 28 CTP: None.

POTENTIAL FUNDING SOURCE:

☒ SPECIAL ☒ FEDERAL ☐ GENERAL ☐ OTHER

PHASE	TOTAL		EXPENDED IN 2023	CURRENT YEAR 2024	BUDGET YEAR 2025	PROJECTED CASH REQUIREMENTS FOR PLANNING PURPOSES ONLY				SIX YEAR TOTAL	BALANCE TO COMPLETE
	ESTIMATED COST (\$000)	EXPENDED THRU 2023				...2026...	...2027...	...2028...	...2029...		
Planning	0	0	0	0	0	0	0	0	0	0	0
Engineering	2,143	2,143	50	0	0	0	0	0	0	0	0
Right-of-way	0	0	0	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	10,047	5,333	5,327	4,714	0	0	0	0	0	4,714	0
Total	12,190	7,476	5,377	4,714	0	0	0	0	0	4,714	0
Federal-Aid	10,771	6,064	5,364	4,707	0	0	0	0	0	4,707	0
Special	1,419	1,412	13	7	0	0	0	0	0	7	0
Other	0	0	0	0	0	0	0	0	0	0	0

STIP REFERENCE #QA1841 8/01/2023

Classification:

STATE - Principal Arterial

FEDERAL - Freeway/Expressway

STATE SYSTEM: Primary

Estimated Annual Average Daily Traffic (vehicles per day)

CURRENT 13,200
(2023)

PROJECTED 17,200
(2043)

MINOR PROJECTS PROGRAM
(Dollars in Thousands)

STATE HIGHWAY ADMINISTRATION - Kent County - LINE 2

PROJECT ID	ROUTE NUMBER	PROJECT NAME	TOTAL PROGRAMMED COST		STATUS
<u>Resurface/Rehabilitate</u>					
XY9141	-	MILL AND RESURFACE-AT VARIOUS LOCATIONS IN KENT COUNTY	\$	3,902	Completed
XY9142	-	AT VARIOUS LOCATIONS IN KENT COUNTY	\$	7,344	Under Construction
<u>Sidewalks</u>					
KE3831	MD514	FLATLAND RD-SIDEWALKS-CHESTERTOWN ROAD TO SUTTON WAY	\$	3,688	FY 2024
<u>Transportation Alternatives Program</u>					
KENEW1	-	SRTS - TOWN OF ROCK HALL	\$	1	Completed

* Project funding enabled by IIJA increases.



**Senator Steve S. Hershey, Jr., and Delegates Jay A. Jacobs and Jefferson
L. Ghrist, District 36
10/24/2023
County Commissioners Meeting**

Item Summary:

Legislative Discussion

ATTACHMENTS:

Description



Mayors and Councils of Kent County's Municipalities

10/24/2023

County Commissioners Meeting

Item Summary:

Legislative Discussion

ATTACHMENTS:

Description



**Dr. Karen Couch, Superintendent, and Thomas Porter, Assistant
Coordinator of Accountability and Implementation, Kent County Public
Schools
10/24/2023
County Commissioners Meeting**

Item Summary:

Blueprint for Maryland's Future Implementation Update

ATTACHMENTS:

Description

10.24.23 Karen Couch, Superintendent, Kent County Public Schools, Blueprint for Maryland's Future Implementation Update, Memo

10.24.23 Thomas Porter, Assistant coordinator of Accountability and Implementation, Kent County Public Schools, The Blueprint for Maryland's Future, PowerPoint Presentation

Meeting Oct 24, 2023 - Open Session Meeting

Category Kent County Public Schools Report

Subject **KCPS Blueprint for Maryland's Future Implementation Update

Type Information

Date: October 24, 2023

To: Kent County Commissioners

From: Dr. Karen M. Couch, Superintendent
Mr. Tom Porter, Coordinator for Accountability and Career and Technical Education

Re: KCPS Blueprint for Maryland's Future Implementation Update

Purpose

Kent County Public Schools will provide an update on the status of the implementation of the Blueprint for Maryland's Future in KCPS.

Summary

On March 15, 2023, Kent County Public Schools submitted its initial Blueprint implementation plan which documented the school system's efforts to implement programs in fidelity with the law. Kent County Public Schools will share an overview of last year's Blueprint implementation, programs that are being implemented this year, and what programs will be implemented in the coming years. The presentation will be organized by Blueprint pillar (Early Childhood Education, Highly Qualified and Diverse Teachers and Leaders, College and Career Readiness, More Resources to Ensure All Students Are Successful, and Governance and Accountability).



A Presentation to the Kent County Commissioners
10.24.2023

THE BLUEPRINT for Maryland's Future





Tom Porter

Coordinator for Accountability and
Career and Technical Education
Kent County Public Schools



THE BLUEPRINT
for Maryland's Future



Today's Focus

- I. Implementation of Blueprint for Maryland's Future in Kent County Public Schools by Pillar
 - A. Historic Implementation
 - B. Current Implementation
 - C. Future Implementation

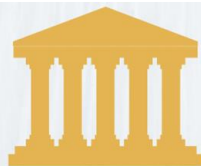


THE BLUEPRINT
for Maryland's Future





THE BLUEPRINT
for Maryland's Future



5 PILLARS OF THE BLUEPRINT

Through revised funding school formulas, the Blueprint makes investments across **five pillars**.

EARLY
CHILDHOOD
EDUCATION

1

HIGH QUALITY
AND DIVERSE
TEACHERS
AND LEADERS

2

COLLEGE AND
CAREER
READINESS

3

MORE
RESOURCES
TO ENSURE
ALL STUDENTS
SUCCEED

4

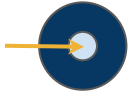
GOVERNANCE
AND
ACCOUNTABILITY

5



II. The Pillars of the Blueprint: Pillar 1

Early Childhood Education



Goal

To significantly expand high-quality full-day prekindergarten and to make it free for all eligible students ages 3-4 so all children can begin kindergarten ready to learn.



II. The Pillars of the Blueprint: Pillar 1



THE BLUEPRINT
for Maryland's Future

■ Status of Implementation

Historic Implementation	Current Implementation	Future Implementation
❖ Universal 4 year old PreK in all elementary schools ❖ Partial-day 3 year old PreK for select students with disabilities at Rock Hall Elementary ❖ Quality rating at Garnet Elementary ❖ Judy Center at Garnet Elementary	❖ Full-day 3 year old PreK for select students with disabilities at Rock Hall Elementary ❖ Engaging private PreK providers to expand seats for eligible 3 year olds ❖ Judy Center created at Galena Elementary ❖ Working toward quality rating at Galena and Rock Hall	❖ Enhance and expand seats for 3 year olds in private partnerships ❖ Expand 3 year old seats in KCPS elementary schools ❖ Achieve quality ratings for Galena and Rock Hall Elementary

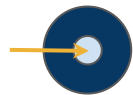


II. The Pillars of the Blueprint: Pillar 2

High Quality & Diverse Teachers & Leaders



THE BLUEPRINT
for Maryland's Future



Goal

To raise the standard and status of the teaching profession, including a performance-based career ladder and salaries comparable to other fields with similar education requirements



II. The Pillars of the Blueprint: Pillar 2



THE BLUEPRINT
for Maryland's Future

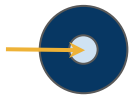
Status of Implementation

Historic Implementation	Current Implementation	Future Implementation
❖ \$10,000 stipend for current NBC Teacher ❖ Supported 11 teachers in NBC Cohort #1 ❖ Provided mandated salary increase to all teachers to meet the 10% increase by FY25 ❖ Designed a Grow Your Own program to develop a pipeline of teachers and leaders	❖ Supporting 11 additional teachers in NBC Cohort #2 ❖ Provided a 4.25% increase teacher salary increase to meet the 10% increase by FY25 ❖ Partnering with Bowie State University to support Conditionally Licensed Teacher and Instructional Assistants to earn certificates ❖ Designing a Career Ladder for Teachers	❖ Continue to provide support to teachers pursuing NBC ❖ Continue to support aspiring teachers through our Grow Your Own program ❖ Implement a minimum starting salary of \$60,000 for teachers by FY27 ❖ Implement a Career Ladder for Teachers



II. The Pillars of the Blueprint: Pillar 3

College & Career Readiness



Goal

To ensure all students meet the College and Career Readiness (CCR) Standard before the end of 10th grade and then pursue pathways that align to their college and/or career aspirations



II. The Pillars of the Blueprint: Pillar 3



THE BLUEPRINT
for Maryland's Future

Status of Implementation

Historic Implementation	Current Implementation	Future Implementation
❖ Reimbursed students and families for the cost of tuition for dual enrollment courses at WAC and CC ❖ Provided tutoring to students in K-3 through the Transitional Supplemental Instruction aid ❖ Provided training to elementary teachers on the Science of Reading	❖ Covering costs associated with post-CCR pathways including dual enrollment tuition, books, and fees; AP and CTE tests ❖ Expanding the Youth Apprenticeship of MD Program ❖ Providing career counseling to students in grades 6-12 ❖ Enhancing math and ELA proficiency through year-long Alg. 1 course, middle school math lesson study, and PLCs	❖ Monitor student progress toward CCR and provide supports tailored to student needs ❖ Expand dual enrollment offerings including using KCPS staff as adjuncts and offering an early college pathway for up to 60 credits ❖ Partner with community businesses to provide career exploration opportunities for students



II. The Pillars of the Blueprint: Pillar 4

More Resources So All Students Are Successful



THE BLUEPRINT
for Maryland's Future



Goal

To provide more support to students who need it most, including students from low-income families, students who receive English Learner services, and students who receive special education services



II. The Pillars of the Blueprint: Pillar 4



THE BLUEPRINT
for Maryland's Future

■ Status of Implementation

Historic Implementation	Current Implementation	Future Implementation
❖ Hired Mental Health Coordinator ❖ Rock Hall and Garnet Elementary hired school nurses and community school coordinators through the Concentration of Poverty ❖ Increased per pupil funding for Special Education and English Learners	❖ Hired behavioral interventionist and social worker for Kent County Middle and a second social worker for Kent County High ❖ Rock Hall and Garnet community school implementation plans to provide wrap around services ❖ Rock Hall Elementary received the Per Pupil grant through Concentration of Poverty	❖ Garnet may receive the Per Pupil grant through Concentration of Poverty in FY25 ❖ Kent County Middle School may become eligible for Concentration of Poverty in FY25

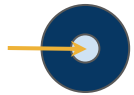


II. The Pillars of the Blueprint: Pillar 5

Governance and Accountability



THE BLUEPRINT
for Maryland's Future



Goal

To ensure that the Blueprint is implemented as intended and that measurable goals for success are articulated and attained



II. The Pillars of the Blueprint: Pillar 5



THE BLUEPRINT
for Maryland's Future

■ Status of Implementation

Historic Implementation	Current Implementation	Future Implementation
❖ Hired Blueprint Coordinator ❖ Convened Blueprint Policy Area Committees to engage stakeholders ❖ Published the Initial Blueprint Implementation Plan and corresponding Executive Summary	❖ Communicating the content of the initial implementation plan to stakeholders ❖ Revising fiscal procedures to document that 75% of each funding source goes directly to schools ❖ Preparing to develop next phase of the Blueprint Implementation Plan	❖ Documenting allocation of funds to specific schools ❖ Expert Review Teams from MSDE to visit each school ❖ Monitor the implementation of Blueprint programs





THE BLUEPRINT for Maryland's Future

Thank You.

Tom Porter

Coordinator for Accountability and Career and Technical Education

tporter@kent.k12.md.us

410-778-7141



Thomas N. Yeager, County Attorney
10/24/2023
County Commissioners Meeting

Item Summary:

Public Hearing Protocol

ATTACHMENTS:

Description

10.24.23 Testimony Log Public Hearing Legislative Bond Initiatives

10.24.23 Procedures for Testifying, Legislative Bond Initiatives

TESTIMONY LOG

PUBLIC HEARING

October 24, 2023

LEGISLATIVE BOND INITIATIVES

PLEASE SIGN IF YOU WISH TO SPEAK:

NAME (Please Print)

1. MICHAEL McDOWELL HDC & RESIDENTS URGES.
2. Susan Flawigan Resi
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
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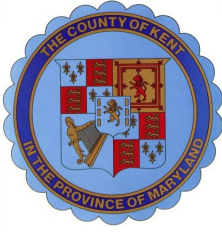
BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR TESTIFYING

It is our desire that everyone who wishes to contribute to this democratic process be given a fair and uninterrupted opportunity to be heard. To ensure equal opportunity for individual input for the topic under discussion, certain rules must be followed by all persons who are to testify.

The rules to govern our hearings are few but are intended to guide our proceedings. The hope is that each person testifying will be self-governed, thereby contributing to fairness for all.

The Chair will remind anyone who testifies when he/she has violated the rules of the proceeding.

- Rule 1:** Please sign the “testimony log” if you desire to speak during the hearing(s).
- Rule 2:** All speakers must identify themselves and use the area designated for purposes of testifying and will use the microphone.
- Rule 3:** Each person testifying will have three minutes for his/her remarks.
- Rule 4:** The Chair will maintain order via voice commands.
- Rule 5:** Stick to the issues at hand.



Shelley Heller, County Administrator
10/24/2023
County Commissioners Meeting

Item Summary:

Legislative Bond Initiative Requests

ATTACHMENTS:

Description

10.17.23 Legislative Bond Initiatives, Notice of Public Hearing

LBI Flow Chart Of Process



The County Commissioners of Kent County
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

NOTICE OF PUBLIC HEARING

The County Commissioners of Kent County, Maryland will hold a public hearing on Tuesday, October 24, 2023, at 10:00 a.m., in the Commissioners' Hearing Room, R. Clayton Mitchell, Jr. Kent County Government Center, 400 High Street, Chestertown, MD 21620. The purpose of the hearing is to review and receive comments on the proposed revisions or additions to Maryland law or Legislative Bond Initiative Requests for consideration to the County Commissioners.

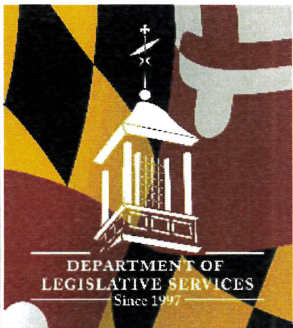
The meeting is open to the public. The agenda will be published at <https://www.kentcounty.com/commissioners/meeting-agenda> 24 hours in advance of the hearing. Citizens are encouraged to participate in the public hearing process. If you require communication assistance, please contact the County Commissioners' Office at (410) 778-4600 and press 4 or visit Maryland Relay at www.mdrelay.org no later than noon on Friday, October 20, 2023.

By order of:

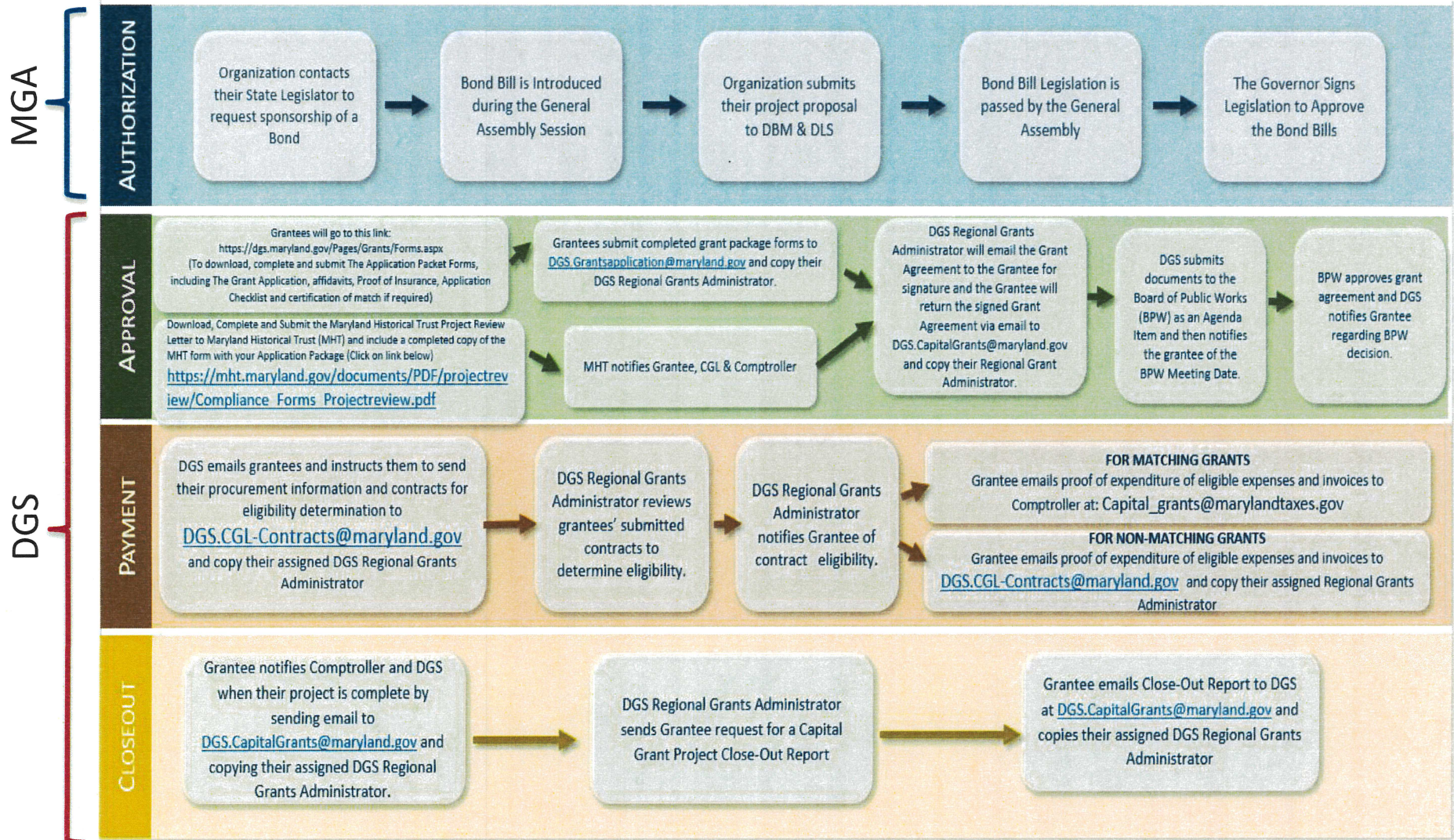
THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND


Sondra M. Blackiston
Clerk

PUBLISH: KCN 10/19/23



Flow Chart of Process





Town Of Millington and Frank Hodges, Home Partnership, Inc.
10/24/2023
County Commissioners Meeting

Item Summary:

Millington Senior Village

ATTACHMENTS:

Description

MSV LBI Submission Packet



1

Front Elevation — Building Type 3

3.1

1/8" = 1'-0"



Millington Senior Village

Millington, MD 21651

4-Plex Elevation

CDA Application Documents | 10/02/23

3.1

Home Partnership
Millington Pre-Development Budget
Kent County Local Bond Initiative Request
2-Oct-23

USES

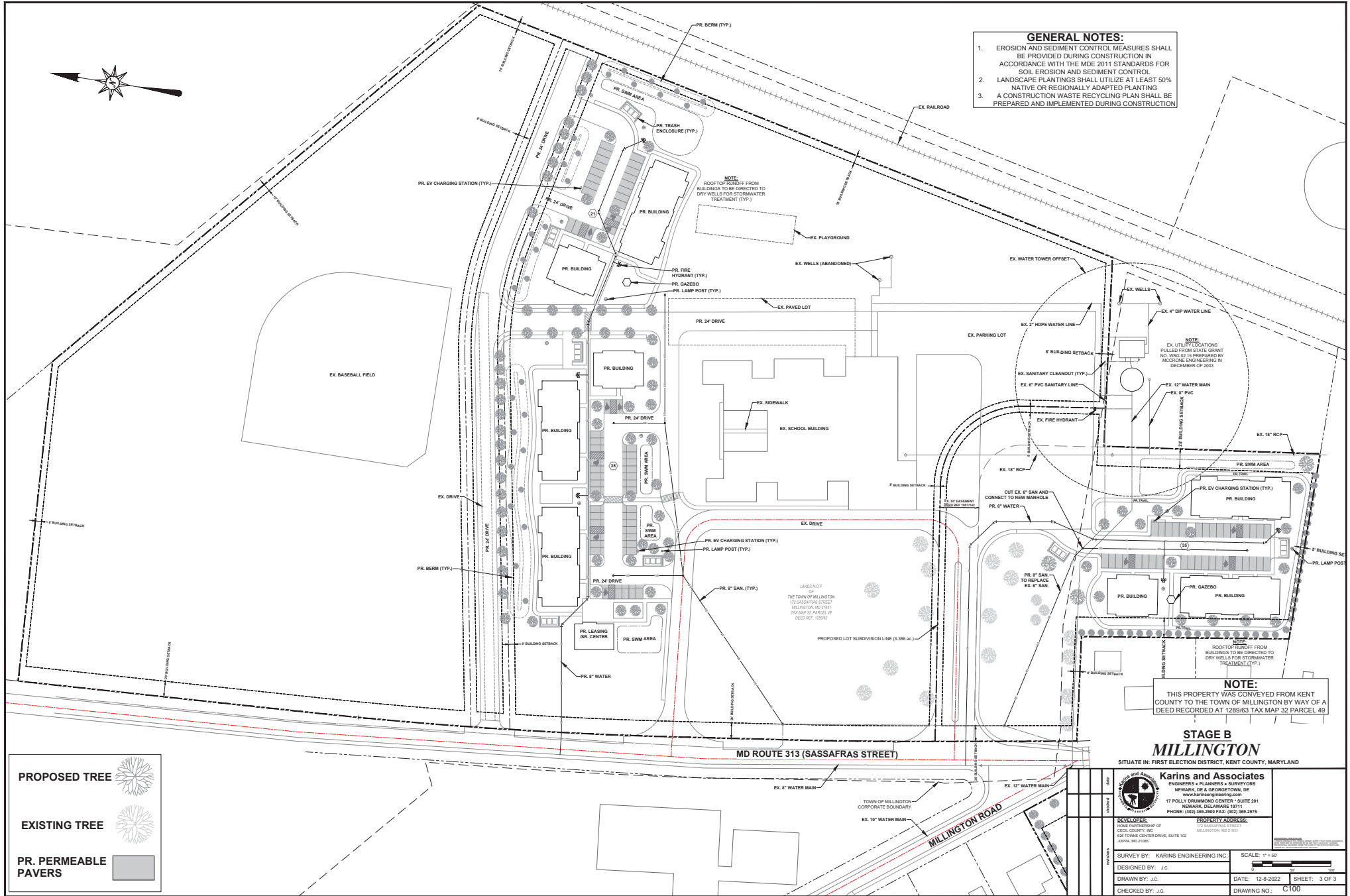
Architecture	\$330,850
Civil Engineer	\$132,150
Survey	\$5,300
GeoTech	\$31,140
Environmental	\$2,650
Legal	\$4,500
Interest	<u>\$17,261</u>
Sub-total	\$523,851

SOURCES

LBI	\$150,000
The People's Bank	\$200,000
Home Partnership	<u>\$173,851</u>
Sub-total	\$523,851



- GENERAL NOTES:**
1. EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROVIDED DURING CONSTRUCTION IN ACCORDANCE WITH THE MDE 2011 STANDARDS FOR SOIL EROSION AND SEDIMENT CONTROL
 2. LANDSCAPE PLANTINGS SHALL UTILIZE AT LEAST 50% NATIVE OR REGIONALLY ADAPTED PLANTING
 3. A CONSTRUCTION WASTE RECYCLING PLAN SHALL BE PREPARED AND IMPLEMENTED DURING CONSTRUCTION



- PROPOSED TREE
- EXISTING TREE
- PR. PERMEABLE PAVERS

NOTE:
THIS PROPERTY WAS CONVEYED FROM KENT COUNTY TO THE TOWN OF MILLINGTON BY WAY OF A DEED RECORDED AT 1289/63 TAX MAP 32 PARCEL 49

**STAGE B
MILLINGTON**

SITUATE IN: FIRST ELECTION DISTRICT, KENT COUNTY, MARYLAND

Karins and Associates
ENGINEERS • PLANNERS • SURVEYORS
NEWARK, DE & GEORGETOWN, DE
www.karinsandassociates.com
17 POLLY DRUMMOND CENTER - SUITE 201
NEWARK, DELAWARE 19711
PHONE: (302) 999-2900 FAX: (302) 999-2975

PROPERTY ADDRESS:
122 SASSAFRAS STREET
MILLINGTON, MD 21102

DEVELOPER:
POMER PARTNERSHIP OF
DELAWARE, INC.
605 TOWNE CENTER DRIVE, SUITE 102
DOWNS, MD 21035

SURVEY BY: KARINS ENGINEERING INC. SCALE: 1" = 50'

DESIGNED BY: J.C.

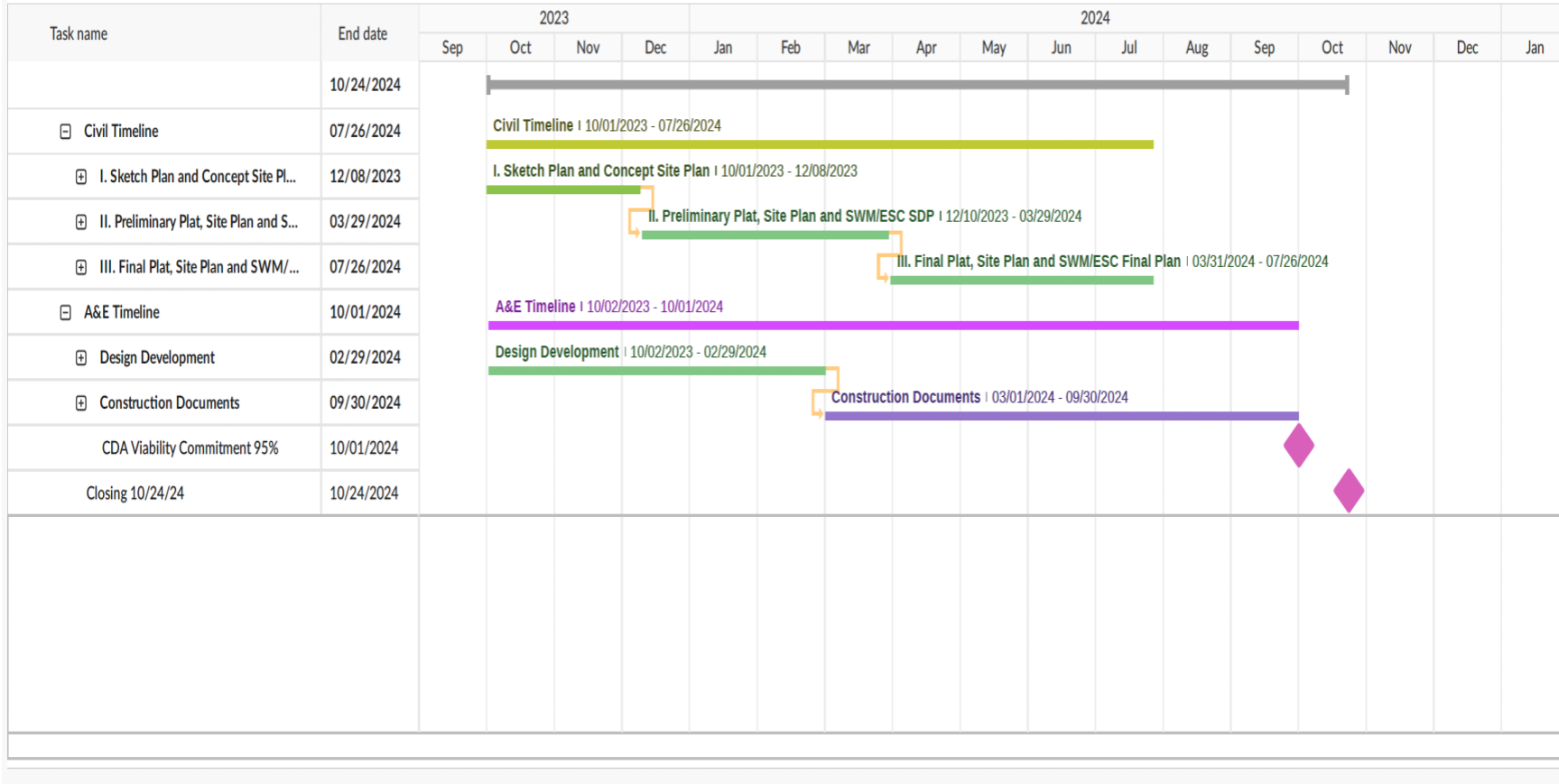
DRAWN BY: J.C. DATE: 12-8-2022 SHEET: 3 OF 3

CHECKED BY: J.G. DRAWING NO.: C100

Millington Predevelopment Schedule



| 22-15 Millington senior apartments



Property Tax Calculation (Income Approach)			
1. Calculate Tax Rate		3. Adjust Net Operating Income	
MD State	0.112	Net Operating Income	125,628
County Kent	1.022	Plus taxes	24,000
City Millington	0.300	Less Reserves	15,600
Total per \$100	1.434	Adjusted NOI	134,028
2. Calculate Adjusted Cap Rate		4. Calculate Assessment and Taxes	
Base Rate (typ)*	7.500%	Assessed Value (NOI/Cap Rate)	1,500,201
Add Tax Rate	1.434%	Tax Rate	1.434
		Total Property Taxes	21,512.88
Total Cap Rate	8.93400%	Total Property Taxes Per Unit	566.13

Current Assessment	\$721,900.00	MD State RP Tax	\$1,680.23	8%
Assessment per \$100	\$1.43	KC RP Tax	\$15,332.05	71%
Current Real Property Taxes	\$10,352.05	Millington RP Tax	\$4,500.60	21%
		Subtotal	\$21,512.88	100%

Rental Housing Works: RAM FTE Calculator

4-Nov-13

Directions: Insert Data only in Shaded Box Below. All Other Cells are Locked.

Project Name	County	Construction Type	Total Project Cost	Construction	Soft Costs	Land Acquisition	Building Acquisition	Developer Fee	Reserves
Sample Rehabilitation Project	Insert	Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sample New Construction Project	Insert	New	\$16,711,427	\$10,154,024	\$4,255,687	\$277,534	\$0	\$1,869,052	\$155,130
Sample Adaptive Reuse Project	Insert	Adaptive Reuse	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sample Gut Rehabilitation Project	Insert	Gut Rehabilitation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Input budget data from CDA Form 202</i>									

<u>RAM Multipliers</u>	<u>Direct</u>	<u>Indirect</u>	<u>Total</u>
Rehabilitation	9.54	5.05	14.59
New Construction	5.41	5.05	10.46
Adaptive Reuse	9.54	5.05	14.59
Gut Rehabilitation	9.54	5.05	14.59
Real Estate Transactions	5.37	1.49	6.86

FTE Calculation			Direct Jobs	Indirect Jobs	Total Jobs
Sample Rehabilitation Project	Insert	Rehab	0	0	0
Sample New Construction Project	Insert	New	88	82	170
Sample Adaptive Reuse Project	Insert	Adaptive Reuse	0	0	0
Sample Gut Rehabilitation Project	Insert	Gut Rehabilitation	0	0	0

PROJECT NARRATIVE FOR MILLINGTON SENIOR VILLAGE
December 26, 2022 REVISED

Millington Senior Village is a planned cottage-style development located on 2 parcels subdivided from the former Millington Elementary School property located in the Town of Millington. The project will consist of up to fifty-two (52) one-story apartments, a leasing office and community space. The new units will serve an age-restricted population of households where tenants will be sixty-two (62) years of age or older. All units will be fully accessible, and the entire site will be designed and constructed to universal visitability standards. The development team has secured \$100,000.00 Capital Magnet Funds from National Housing Trust that will be used to underwrite the four (4) units that will be rented at thirty (30) percent AMI, thus enabling the project to meet even lower income households than otherwise permitted.

The Project is comprised of two parcels as shown on the attached plat – Stage B Millington, prepared by Karins and Associates. The entire property was deeded into the Town of Millington from Kent County Commissioners in November 2022, annexed into the Town in January 2023. Where initially, in the first two submissions to Maryland CDA in December 2019 and December 2022, the project consisted of two parcels bisected by MD Route 313 (Sassafras Street). Now, based on initial comments from CDA, the developer has switched the project so that all development will occur on the east side of Sassafras Street as depicted in the Karins Stage B plat. All zoning is in place to develop the project as it is currently depicted. The former elementary school building is to be retained in ownership by the Town and used as a regional community center with plans to provide space for a food pantry operation, children's day care and health services.

The project will construct all 52 units at the same time along with the leasing center and senior community space – separate and distinct from the regional community center. The leasing space and senior community center will serve the senior residences of the Millington Senior Village community. The site is flat, level with relatively new infrastructure stubbed in Sassafras Street. The Developer has assembled a team that has worked together previously and has significant experience successfully completing CDA funded projects.

Along with the contribution of the land to the Millington Senior Village, the Town has agreed to waive New Construction application, Subdivision, Water/Sewer Hook up and other review fees adding up to a significant contribution to the project valued at \$1,306,684.00 – a considerable testament to the worth the Town of Millington is placing on this project. The property will be leased to the Project for \$1.00 per year for seventy-five (75) years in compliance with LIHTC requirements.

The primary market for Millington Senior Village is roughly the entire Kent County area. Its secondary Market includes all of Cecil County to the north and a portion of Queen Anne's County to the south. From a property management perspective, the site is 14.4 miles from Home Partnership's Cecilton property (20 units senior rental apartments) and importantly within 23 miles of approximately 124 units managed by the Property Manager - Fairville Property Management. This will allow for greater efficiency in the maintenance and management of the Cecilton property as well as enable an established and approved LIHTC PM to assist in achieving the goals of the MSV resident services plan. The Stage A and B sites are within a half mile of Dollar General, pharmacy, and other small retailers. Additionally, the site is within 1.5 miles of Maryland Route 301, a major north/south transportation route to nearby

shopping, health services, recreational and employment on the Maryland Eastern Shore. The site is close to full grocery shopping as well as a local Food Lion is located near the Route 301 interchange providing nutritious, locally sources fruits and vegetables and healthy eating options. Food Lion, through its “Food Lion To Go” program, also allows for food delivery, or pick up. Households can create accounts online and pay as little as \$1.99 for the delivery service allowing for greater healthy options for homebound or individuals without transportation. This fee will be covered out of the Resident Services Budget and is included in the Transportation line item.

The properties are close to the Millington pool facility, a summer outdoor pool operated by Kent County Department of Parks and Recreation. KCPR has nine park facilities around Kent county. Activities available range from picnicking to bird watching, hiking, swimming, fishing, sports recreation, and numerous other activities. In addition to public use, the facilities can be rented for private functions. MSV Resident Services will work to incorporate outdoor recreational opportunities that will be available to all residents of our community. The Millington Pool is open Tuesday through Sunday, 12 pm-6 pm, (from Memorial Day weekend until late August), and features a bathhouse with *restroom facilities, tennis and pickleball courts, and a picnic grove. Kent County residents are admitted free of charge and will be issued a Facility Access Pass per the Pilot Program requirements.

One other important point to be made for Millington Senior Village with regards to project selection criteria is that it satisfies the community concept. Specifically, Home Partnership as the lead on the project is a nonprofit organization that is certified by Maryland State as a Community Housing Development Organization or CHDO. As such, it is organized to represent the communities it serves and ensure viewpoints from the community are included in project design, development, and operation. Working with other groups such as Kent County Health Department, Town of Millington Administration, Upper Shore Agency on Aging, Maryland Extension, Delmarva Community Transit and others, a superior Resident Service Plan has been developed and will significantly improve the quality of life for residents of MSV. Already, the Project has the added benefit of the Town’s \$836,355 donation of land and waiver of public entitlement fees, thus enabling the developer to apply for state funding from Maryland CDA as detailed in the accompanying budget.

The Project, when completed will have thirty-eight (38) one bed/one bath units (~ 621 gross square feet), and fourteen (14) two bedroom/one bath units (~ 817 gross square feet). All units will be Energy Star certified and will contain their own washer and dryer appliances. The project will be built to all current code standards but has also been designed to meet the general design and architecture standards of the surrounding community. The property will provide a mix of units at 30% AMI, 40% 50%, and 60% AMI. As mentioned earlier, Capital Magnet funds provided through National Housing Trust will be placed into a reserve and used to underwrite the four (4) 30 AMI units to 50% AMI rent levels. The NHT CMF funds are at a 3% annual interest rate and a 10-year term.

The development team consist of the following members:

Owner/Developer:	Home Partnership of Cecil County, Inc.
Contractor:	Willow Construction LLC
Architect:	Present Company LLC
Civil Engineer:	Karins and Associates
Management	

Company: Fairville Property Management

The initial construction loan closing is scheduled for some time after July 2024.



Thomas A. Herz, Jr., Councilmember, Town of Chestertown
10/24/2023
County Commissioners Meeting

Item Summary:

Chestertown Heritage Trail Legislative Bond Initiative Proposal

ATTACHMENTS:

Description

2 Final 2023-10-10 Binder KCC Leg-Bond-Initiative Proposal, Town of Chestertown



Town of Chestertown

118 N. Cross Street, Chestertown, MD 21620
tel: 410-778-0500 fax: 410-778-4378
email: office@chestertown.com
url: www.townofchestertown.com

Mayor
David Foster
Council
Tim O'Brien
Thomas A. Herz, Jr.
Jose Medrano
Meghan E. Efland
Town Manager
Lawrence DiRe

To: The Honorable County Commissioners of Kent County, Maryland
Cc: The Honorable J. David Foster, Mayor
The Chestertown Town Council
Ms. S. Heller, County Administrator
Ms. S. Blackiston, Clerk for the County Commissioners of Kent County Maryland
Mr. L. DiRe, Chestertown Town Manager
Mr. V. Sensenig, Chief of Staff & Vice President for Policy and Planning
From: Thomas A. Herz, Jr., Councilmember
Date: October 11, 2023
Subject: Chestertown Heritage Trail Legislative Bond Initiative Proposal
Delivery: Electronic

Dear Commissioners:

I am writing to introduce our proposal for a Chestertown Heritage Trail legislative bond initiative. This initiative seeks to combine the rich cultural and natural heritage of our region with opportunities for public access to the Chester River, education, and regional economic development. We are requesting \$350,000 in funding to initiate this transformative project.

Enclosed, please find our executive summary detailing the project's vision, phases, cultural significance, and potential additional funding sources. We believe this project aligns with the goals of Kent County and will serve as a lasting asset for our community.

We kindly request your consideration of our proposal and its inclusion in the Kent County Commissioners' 2024 State Legislative agenda.

Warm regards,

/s/

Thomas A. Herz, Jr., Councilmember
Chestertown, Maryland

Enclosures:

1. Executive Summary: Chestertown Heritage Trail Legislative Bond Initiative Proposal
2. 2023 Letter of Support to Senator Cardin, County Commissioners of Kent County
3. Overall Master Plan
4. Overall Site Plan – Drone View 1
5. Overall Site Plan – Drone View 2
6. Overall Site Plan – Drone View 3
7. Overall Site Plan – Drone View 4

Executive Summary

Chestertown Heritage Trail Legislative Bond Initiative Proposal

Request: \$350,000 to initiate Chestertown Heritage Trail Phase 1

Introduction: Preserving History, Enhancing Access, and Celebrating Nature

We present the Chestertown Heritage Trail (CHT), a transformative project aimed at improving public access to the picturesque wetlands along the Chester River, fostering cultural and historical education, and invigorating the regional economy. Over two decades in the making, this project is firmly rooted in the Chestertown Comprehensive Plan, the Public Arts Master Plan, and has garnered endorsements from the Chestertown Town Council, and previous panels of Kent County Commissioners.

Project Phasing

Phase 1: Engineering Design and Initial Trail Development

The first phase of the CHT involves detailed engineering design and construction of the initial trail section. This segment, approximately 1,000 feet in length, will feature an at grade bike and walking trail with scenic river views and an observation platform at a strategic location for optimal river and wildlife viewing. The goal is to create an environmentally conscious and aesthetically pleasing trail that will provide public access to the Chester River's picturesque wetlands. During this phase, the project team will focus on developing comprehensive engineering and construction drawings, ensuring that the trail meets all safety and accessibility standards. The requested Maryland state funds will be allocated primarily for the engineering and construction drawings of the project, serving as the foundation for later construction in Phase one and for future phases.

Phase 2: Expanding Access and Connectivity

The second phase of the Chestertown Heritage Trail project aims to expand public access along the Chester River's picturesque wetlands, enhancing the recreational and educational opportunities in the area. This phase includes the construction of additional trail sections that will traverse the area beyond the Chestertown Armory site, leading up to Radcliffe Creek, and ultimately connecting this segment with the broader Chestertown Rail to Trail network, creating a comprehensive and interconnected trail system. Throughout Phase 2, opportunities for public art installations, scenic viewpoints, and educational elements will continue to be integrated into the entire trail's design, enriching the cultural and heritage experience for all trail users. An important feature in this phase is the design and development of an internet-enabled mobile communication system that describes the historic, cultural, environmental, and economic impacts of the Chester River.

Cultural and Heritage and Educational Significance

The Chester River boasts a storied history shaped by Native American communities, European settlers, free and enslaved Africans, and the rural character of its agricultural landscape. Indigenous tribes like the Ozinies and Tockwogh relied on the river for sustenance and transportation. In colonial times and through the 19th century, the river played a pivotal role in the region's agricultural economy, with enslaved individuals forced to work on plantations along its shores, cultivating cash crops like tobacco and wheat.

Today, the Chester River remains an integral part of the community, supporting recreational, educational, and economic activities like boating, commercial fishing, and crabbing. The CHT will be partially co-located with the

site of Washington College's Semans-Griswold Environmental Hall (SGEH), which provides academic and lab spaces for the College's growing environmental programs. It is a regional hub for hands-on research on the Chester River, and a magnet for thought leadership centered on the environment and the challenges facing the region, the country, and the world.

The CHT will leverage this beautiful physical site and amazing institutional resource for the benefit of all citizens, visitors, and students.

Funding: Initial Request and Potential Other Funding Partners

Our funding request will serve as the foundation for the entire trail project. The \$350,000 grant will primarily be allocated to the development of detailed engineering and construction drawings, including design work for the trail sections necessary to cross wetland areas near the Washington College pavilion, the area south of the Chestertown Armory site, and the observation platform. Additionally, funds will be allocated for public relations and fundraising materials to garner community support. This investment will also support the creation of materials needed for the Maryland Department of Environment (MDE) application and permitting process. By securing this initial funding, we aim to leverage additional public and private investments to fully realize the Chestertown Heritage Trail's vision and construct a valuable community asset.

Potential Additional Funding Sources:

- Community Parks and Playgrounds grants
- Federal Land and Water Conservation Fund
- Program Open Space
- Rural Legacy Program

Conclusion

The Chestertown Heritage Trail is a transformative project that combines the rich cultural and natural heritage of the Chester River with opportunities for public access, education, and economic development. We seek your support to make this vision a reality and create a lasting legacy for our community.



The County Commissioners of Kent County

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 2, 2023

Senator Ben Cardin
509 Hart Senate Office Building
Washington, DC 20510

RE: Chestertown Heritage Trail

Dear Senator Cardin:

On behalf of the County Commissioners of Kent County, Maryland, this letter serves as support for the Town of Chestertown's request for a \$750,000 earmark for the Chestertown Heritage Trail, a half-mile publicly accessible waterfront pedestrian and cycling trail. The County thoroughly appreciates the importance of public waterfront access in our County seat, and more importantly, the importance of the project to the County's economic development. The three primary partners on the project – the Town of Chestertown, Washington College and the Eastern Shore Land Conservancy – have all been integral to enriching the lives of Kent Countians through their efforts to preserve and enhance Kent County's rich historic legacy.

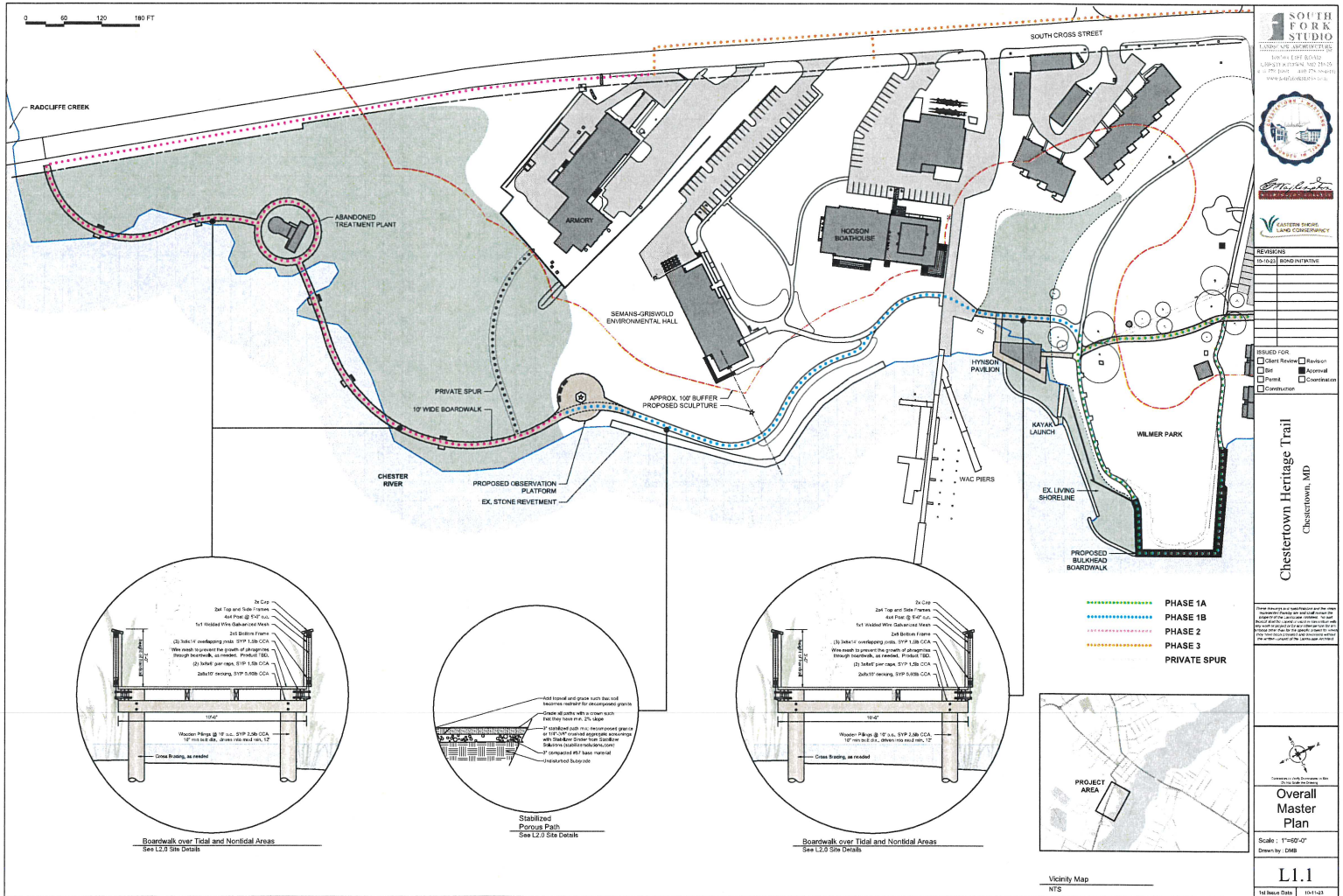
The County Commissioners of Kent County are pleased to support the Town of Chestertown's application and ask for your positive consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shelley L. Heller", is written over a horizontal line.

Shelley L. Heller
County Administrator

Cc: The County Commissioners of Kent County
Kees de Mooy, Zoning Administrator, Town of Chestertown



SOUTH FORK STUDIO
LANDSCAPE ARCHITECTS
300 N. EIGHT STREET
CHESTERTOWN, MD 20759
P: 410.326.1234 F: 410.326.1235
WWW.SOUTHFORKSTUDIO.COM

CITY OF CHESTERTOWN
DEPARTMENT OF PUBLIC WORKS
LANDS CONSERVATION

REVISIONS

NO.	DATE	DESCRIPTION
1	10-10-20	ISSUED FOR PERMIT

LEGEND

PHASE	LINE STYLE
PHASE 1A	Solid Green
PHASE 1B	Solid Blue
PHASE 2	Solid Red
PHASE 3	Solid Orange
PRIVATE SPUR	Solid Yellow

PROJECT AREA

Overall Master Plan
Scale: 1"=100'-0"
Drawn by: DMS
L.I.I.
1st Issue Date: 10-11-20



SOUTH FORK STUDIO
 LANDSCAPE ARCHITECTS
 101 FREDERICK STREET, SUITE 200
 CHESTERTOWN, MD 20759
 410.326.1000
 www.southforkstudio.com

EASTERN SHORE LAND CONSERVANCY
 101 FREDERICK STREET, SUITE 200
 CHESTERTOWN, MD 20759
 410.326.1000
 www.easternshorelandconservancy.org

REVISIONS	
NO.	DESCRIPTION

REVIEWED FOR:

☐ Design Review ☐ Revision

☐ Bldg ☐ Approval

☐ Permit ☐ Construction

☐ Construction

Chestertown Heritage Trail
 Chestertown, MD

Overall Site Plan
 Drone View 2

Scale: NTS
 Drawn by: CMH

L1.0b

TOT Issue Date: 10-15-21



SOUTH FORK STUDIO
 LANDSCAPE ARCHITECTURE
 1000 E. 10TH STREET
 CHESTERTOWN, MD 20759
 410-326-1000
 WWW.SOUTHFORKSTUDIO.COM

STATE OF MARYLAND
 DEPARTMENT OF THE ENVIRONMENT
 1000 E. 10TH STREET
 CHESTERTOWN, MD 20759
 410-326-1000
 WWW.SOUTHFORKSTUDIO.COM

EASTERN SHORE
 LAND CONSERVANCY
 1000 E. 10TH STREET
 CHESTERTOWN, MD 20759
 410-326-1000
 WWW.SOUTHFORKSTUDIO.COM

REVISIONS

NO.	DATE	DESCRIPTION
1	10-15-21	ISSUED FOR PERMIT

ISSUED FOR:

☐ Design Review ☐ Decision

☐ Permit ☐ Approval

☐ Construction ☐ Construction

Chestertown Heritage Trail
 Chestertown, MD

Project: Chestertown Heritage Trail
 Location: Chestertown, MD
 Date: 10-15-21
 Scale: NTS
 Drawn by: CMH

Overall Site Plan
 (Overall View 3)

Scale: NTS
 Drawn by: CMH

L1.0c

Tab Issue Date: 10-15-21



PHASE 1A
 PHASE 1B
 PHASE 2
 PHASE 3
 PRIVATE SPUR

SOUTH FORK STUDIO
 LANDSCAPE ARCHITECTURE
 1000 E. 1ST STREET
 CHESTERTOWN, MD 20759
 410-761-1111



EASTERN SHORE
 LAND CONSERVANCY

REVISIONS	DATE	BY	DESCRIPTION

REVIEWED FOR:
☐ Design Review ☐ Decision
☐ Bid ☐ Approval
☐ Permit ☐ Construction
☐ Construction

Chestertown Heritage Trail Chestertown, MD

This plan is a preliminary design and is not intended to be used for construction. It is subject to change without notice. The client is responsible for obtaining all necessary permits and approvals. The designer is not responsible for any errors or omissions.

Overall Site Plan
 Overall View 4

Scale: NTS
 Drawn by: CMH

L1.0d

1st Issue Date: 10-15-23



**Sultana Education Foundation, Beer and Wine Only, October 27-29,
2023**

10/24/2023

County Commissioners Meeting

Item Summary:

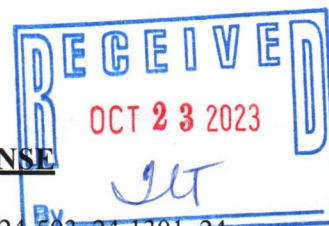
Sultana Education Foundation - Sultana Downrigging Festival

ATTACHMENTS:

Description

Sultana Education Foundation, Beer and Wine, October 27-29, 2023

#4904



APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: Beer (☐) Beer and Wine (☒) Beer, Wine, and Liquor (☐)

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Sultana Education Fdn.

Address 200 S. Cross St. Chestertown, MD 21620

Type of Function Fundraiser / music event

Location of Function Chestertown Marina

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) Oct. 27 - 29, 2023
Begin at: 4:00 pm End at: 4:00 pm and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 45)
in payment for the license.

Please Select One:

☒ Pick Up

☐ Mail Permit (will be mailed to above address)

10/27/23 4:00 - 8:00 p.m.

10/28/23 11:00 - 8:00 p.m.

10/29/23 11:00 - 4:00 pm

9. Applicants

(1) Elizabeth P. Schmeltz 7101 Pomona Rd. Chestertown, MD 21620
Name Residence
24 years Dir. Public Programs 410/778-6867
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

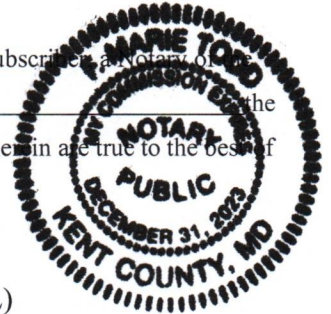
STATE OF MARYLAND

This certifies, that on the 23RD day of OCTOBER, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared ELIZABETH P SCHMELTZ the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



(2) CHRIS CERINO 104 E Campus Ave Chestertown, MD 21620
Name Residence
30 yrs V.P. 410-778-5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

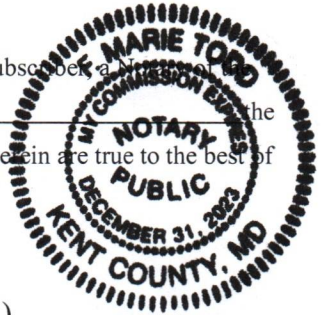
STATE OF MARYLAND

This certifies, that on the 23RD day of OCTOBER, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared CHRIS CERINO the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



(3) Madison Beres 516 High St. Chestertown, MD 21620
Name Residence
30 years Director of Development 410 708 2333
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 23RD day of OCTOBER, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared MADISON BERES the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



**STATEMENT OF OWNER/ENTITY OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND**

I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) OR (I, We) have been given authorization by the Entity to act on their behalf of the property named with the submission of this application under the Alcoholic Beverages Laws of Maryland and agrees to the issuance of the license. This statement does hereby authorize a warrantless inspection and search of the premises at any time in any part of the building in which the business is to be conducted by the Comptroller, the Commission, the Board of License Commissioners of Kent County and its authorized agents and employees, or a peace officer of the county or municipality where the business is located.

SIGNATURE OF OWNER: *Lawrence Dike* PRINT NAME: Lawrence Dike

SIGNATURE OF OWNER: _____ PRINT NAME: _____

NAME OF ENTITY: TOWN OF CHESTERTOWN

AUTHORIZED AGENT SIGNATURE: _____ PRINT NAME: _____

TITLE OF AUTHORIZED AGENT: _____

**NOTARY
OWNER/ENTITY OF PREMISES**

STATE OF MARYLAND, COUNTY OF Kent:

THIS CERTIFIES, That on the 23rd day of October, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Lawrence Dike and acknowledged the execution of the foregoing statement to be a true act.

WITNESS my hand and official seal.



Lynda L. Thomas
June 30, 2024



#4904

Board of License CommissionersRonald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney**SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT**

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

1. All persons must be 21 years of age or older to sell, purchase, or consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

This license may be issued to a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization. This license shall not be transferred or reassigned.

Cost of a Special Class "C" Per Diem License: **Beer \$5.00, Beer and Wine \$15.00, and Beer, Wine, and Liquor \$25.00.** Make checks payable to: **The County Commissioners of Kent County**, along with the completed application.

Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Elizabeth Schmeltz [Signature]
(Please Print) (Signature)

Phone # 410/778-5954 Date 10/23/23
410-708-1354



**Tolchester Community Association, Inc., Beer and Wine Only,
November 4, 2023**

10/24/2023

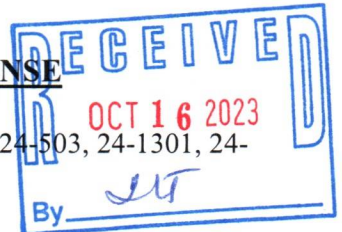
County Commissioners Meeting

ATTACHMENTS:

Description

Tolchester Community Association, Inc., Beer and Wine Only, November 4, 2023

#4903

APPLICATION FOR A SPECIAL CLASS "C" (PER DIEM) LICENSE

Application is made by the undersigned under the provisions of Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307 and 24-1308 of the Alcoholic Beverages Article, for a Special Class C (Per Diem) License.

Check One: Beer () Beer and Wine (X) Beer, Wine, and Liquor ()

We submit and certify to the following information and statements as required.

1. The club, society or association on behalf of which the license is desired:

Tolchester Community Assoc. Inc

Address P.O. Box 35 Rock Hall MD 21661

Type of Function Dinner

Location of Function Community Center

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? _____

Yes or No No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) Nov 4 2023.
Begin at: 5 pm End at: 7 pm and the applicant tenders herewith the sum of (\$ 15.00 Per Diem) (\$ 15.00) in payment for the license.

Please Select One:

☐ Pick Up

☒ Mail Permit (will be mailed to above address)

9. Applicants

(1) Anna Ruth Tubman 9028 Point Lane Chestertown MD 21620
Name Residence
62 years President 410 778 0250 Anna Ruth Tubman
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 16 day of October, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Anna Tubman the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Katie E. DiSano
Notary Public
Kent County
Maryland (SEAL)

(2) Patty Barila 21344 Indiana Ave Chester town
Name Residence
23 years member 410 778 7304 Patty Barila
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 16 day of October, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Patty Barila the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Katie E. DiSano
Notary Public
Kent County
Maryland (SEAL)

(3) CURTIS MUSGROVE 9205 N. BAYVIEW AVE CHESTERTOWN, MD
Name Residence
11 yrs member 410 778 3920 Curt Musgrove
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 16 day of October, 2023, before the subscriber, a Notary of the State of Maryland, personally appeared Curtis Musgrove the applicant(s) named in the a foregoing application, and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

Katie E. DiSano
Notary Public
Kent County
Maryland (SEAL)

STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

Curtis Musgrave Signature (s)

CURTIS MUSGRAVE Print Name

STATE OF MARYLAND, Kent County:

THIS CERTIFIES, that on the 16 day of October, 2023

before the subscriber, a Notary of the State of Maryland, personally appeared _____

Curtis Musgrave and acknowledged the execution of the foregoing statement to be a true act.

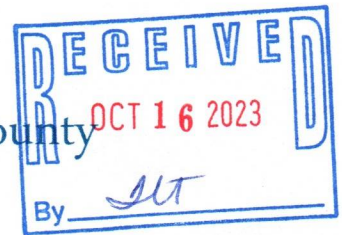
WITNESS my hand and official seal.

Katie E. DiSano

(SEAL)

Katie E. DiSano
Notary Public
Kent County
Maryland

The Board of License Commissioners of Kent County



P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-7435

www.kentcounty.com/alcoholic-beverage

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

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Name of organization, club, etc.

Tolchester Community Assoc. Inc

Address

Montana Ave Chestertown MD

Name

Anna Ruth Tubman

Phone #

410 778 0250

(Please Print)

Anna Ruth Tubman

Date 10-12-23

(Signature)





Jim Miller, Director, Human Resources
10/24/2023
County Commissioners Meeting

Item Summary:

Retiree Health Insurance

ATTACHMENTS:

Description

10.24.23 Proposed Retiree Presentation

10.24.23 65 and Over County's Share of Coverage

UNDER 65 Retirees: County's Share of Coverage

Future

	Healthcare	Dental	Vision
Retiree Only	90%	90%	90%
Retiree/Spouse*	85%	85%	85%

Current

	Healthcare	Dental	Vision
Retiree Only	90%	90%	90%
Retiree/Spouse	85%	85%	85%

* For employees hired pre-11.1.17 & with spousal coverage for at least 7 years prior to retirement

Employee pays 100% of co-pays

65 and Over: County's Share of Coverage

Future

	Medicare Part B Premium	Medicare Part B Deductible	Prescription Coverage	Medigap	LGIT Vision	LGIT Dental
Retiree Only	NA	NA	90%	90%	90%	90%
Retiree/Spouse*	NA	NA	85%	85%	85%	85%

Current

	Medicare Part B Premium	Medicare Part B Deductible	Part D (Humana – Rx Coverage)	Medigap (Carefirst)	LGIT Vision	LGIT Dental
Retiree Only	100%	100%	100%	100%	100%	100%
Spouse Only	60%	60%	60%	60%	55%	55%

* For employees hired pre-11.1.17 & with spousal coverage for at least 7 years prior to retirement

65 and Over: County's Share of Coverage

<u>Future</u>	Medicare Part B Premium	Medicare Part B Deductible	Prescription Coverage	Medigap	LGIT Vision	LGIT Dental	Total
Retiree Only	0	0	77.40	161.10			238.50
Retiree/Spouse	0	0	73.10	201.45	10.45	52.86	337.86
Total	0	0	150.50	362.55	10.45	52.86	576.36

<u>Current</u>	Medicare Part B Premium	Medicare Part B Deductible	Part D (Humana – Rx Coverage)	Medigap (Carefirst)	LGIT Vision	LGIT Dental	Total
Retiree Only	164.90	226.00 max	86.00	179.00			655.90
Spouse Only	98.94	226.00 max	51.60	142.20	8.97	48.63	576.34
Total	263.84	452.00	137.60	321.20	8.97	48.63	1,232.24

Incr/(Decr)	(263.84)	(452.00)	12.90	41.35	1.48	4.23	(655.88)
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Jim Miller, Director, Human Resources
10/24/2023
County Commissioners Meeting

Item Summary:

HR Administrative Specialist I Vacancy

ATTACHMENTS:

Description



Lisa Mazingo, Director, Kent Family Center
10/24/2023
County Commissioners Meeting

Item Summary:

Letter of Support

ATTACHMENTS:

Description

10.24.23 Laura Weeldreyer, Executive Director, Maryland Family Network, Letter of Support for Kent County Family Center



The County Commissioners of Kent County
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

October 24, 2023

Laura Weeldreyer, Executive Director
Maryland Family Network
1001 Eastern Avenue, 2nd Floor
Baltimore, MD 21202

Re: Support for Kent County Family Center

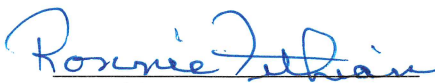
Dear Ms. Weeldreyer,

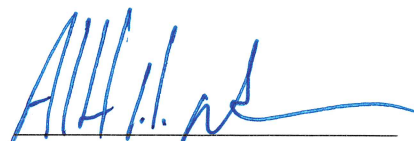
The County Commissioners of Kent County operate Kent Family Center, Kent County's family support center. The Commissioners have operated a Family Support Center as part of the Kent Family Network, with funding distributed by Maryland Family Network, serving as an intermediary, since 2015.

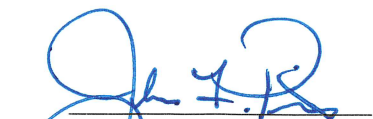
We are pleased to provide this letter of commitment supporting Maryland Family Network's FY2024 Application to serve as the statewide intermediary overseeing the network of Maryland's Family Support Centers. This letter attests to our intention to operate a Family Support Center within the Network during the period covered by the grant. Our agency is eager to continue partnering with Maryland Family Network and the Maryland State Department of Education with a shared mission to support children and families having the necessary resources to learn and succeed.

Maryland State Department of Education award to Maryland Family Network as the statewide intermediary of the Family Support/Patty Centers and In-Home Intervention will allow us to contribute to the continuation of a statewide network of high-quality Family Support services to expectant parents and children birth through 4 years 48 months and their caregivers.

Sincerely,
THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND


Ronald H. Fithian, President


Albert H. Nickerson, Member


John F. Price, Member

Cc: Lisa Mazingo, Director, Kent Family Center



Procedures For Public Comment 10/24/2023 County Commissioners Meeting

ATTACHMENTS:

Description

10.24.23 Public Comments Sign In Sheet

Press and Public Comments

**PUBLIC COMMENTS
SIGN IN SHEET
October 24, 2023**

NAME (please print)	ADDRESS	TOPIC
Stephen De Williams.	114 N Queen Street Chester Town	Public Safety
Karen Couch	5608 Boundary Ave	FY 24 Legislative Request and Capital request

Press and Public Comments

Time is allotted at the beginning and end of each meeting for the Commissioners to receive comments from the public. Anyone interested in speaking must sign up on the provided The Public Comment sign-up sheet is located on the table inside the meeting room.

The President of the Board will call the names of the listed individuals when it is time to speak. When making comments, individuals are asked to speak slowly, clearly, and concisely. Precede all comments with your name and address and speak only on the subject under discussion.

Comments in writing are welcomed and should be given to the staff after your presentation. Any person making personal, impertinent, or slanderous remarks, or whose speech or actions become disruptive, will be asked to leave the meeting.

Interested parties may address the Commissioners in writing at any time about any matter pertaining to County business. Written statements can be hand-delivered or mailed to:

The County Commissioners of Kent County, Maryland
400 High Street
Chestertown, MD 21620



**American Rescue Plan Act (ARPA) Funds Spend Plan
10/24/2023
County Commissioners Meeting**

ATTACHMENTS:

Description

10-17-2023 ARPA Fund Commissioner Report

**AMERICAN RESCUE PLAN ACT FUND
AS OF COMMISSIONER MEETING MINUTES DATED
10/17/2023**

Project	Department	Project Estimate	Date Approved	Amount Approved	Date Completed
Feed the Elderly Year 1	Local Management Board	112,800	08/31/21	112,800	9/30/2022
Feed the Elderly Year 2 and 3	Local Management Board	204,115	03/08/22	204,115	
Clariflocculator Replacement Project	Water & Wastewater Fund	275,000	08/31/21	275,000	6/28/2022
Clariflocculator Replacement Project Change Order #1		2,817	01/11/22	2,817	6/28/2022
Clariflocculator Replacement Project Change Order #2		90,642	01/11/22	90,642	11/23/2022
AV System	Information Technology	71,254	10/26/21	71,254	5/17/2023
IT Software	Information Technology	27,095	10/26/21	27,095	8/10/2022
Neighborhood & Infrastructure Grants	Information Technology	258,402	12/14/21	258,402	
A/V Equipment in EOC	Emergency Operation Center	14,087	02/01/22	14,087	
SCADA Pump Station Monitoring	Water & Wastewater Fund	110,065	02/08/22	110,065	
Millington/RT301 Wastewater Treatment Feasibility Study	Water & Wastewater Fund	57,500	02/08/22	57,500	
Millington/RT301 Wastewater Conveyance System Capacity Study		9,500	09/27/22	9,500	
Tolchester Wastewater-Design Services Influent Screen	Water & Wastewater Fund	52,910	02/08/22	52,910	
Tolchester Wastewater - Bid Services and Const. Management		35,735	09/27/22	35,735	
Tolchester Wastewater Influent Screen Construction		600,914	04/25/23	600,914	
Worton WWTP Influent Lagoon Engineer Design & Bid Services	Water & Wastewater Fund	33,076	03/22/22	33,076	
Worton WWTP Influent Lagoon Engineer Const. Management		43,736	03/08/23	43,736	
Worton WWTP Lagoon Sludge Removal Contract		1,400,725	12/13/22	1,400,725	
Worton WWTP Lagoon Sludge Removal Contract Change Order #1		30,000	06/13/23	30,000	
Worton WWTP Lagoon Sludge Removal Contract Change Order #2		(486,784)	08/08/23	(486,784)	
Kennedyville Pump Station #2 Relocation Design	Water & Wastewater Fund	52,338	09/27/22	52,338	
Kennedyville Pump Station #2 Relocation Const. Management		Deferred			
Kennedyville Pump Station #2 Construction		Deferred			
Worton/Kennedyville GIS Water and Sewer Facilities Mapping	Water & Wastewater Fund	75,770	09/27/22	75,770	
Worton Vehicle Storage Building & site prep/lighting/heat	Water & Wastewater Fund	40,000	10/25/22	40,000	
Worton WWTP Solids Press Replacement Design	Water & Wastewater Fund	40,000.00			
Worton WWTP Solids Press Replacement Construction Management		20,000.00			
Worton WWTP Solids Press Replacement		250,000.00			
Total Amount of Funds Committed		<u>\$ 3,421,697</u>		<u>\$ 3,111,697</u>	
Amount of ARPA Funds		3,766,777		3,766,777	
Balance of ARPA Funds Remaining		<u>\$ 345,080</u>		<u>\$ 655,080</u>	



Contingency and Use of Fund Balance Report 10/24/2023 County Commissioners Meeting

ATTACHMENTS:

Description

10-17-2023 Commissioner Report Contingency

**FY24 CONTINGENCY & USE OF FUND BALANCE
AS OF COMMISSIONERS MEETING MINUTES DATED
October 17, 2023**

[illegible]