

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

October 19, 2021

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

Building is Open for In-Person Attendance or Dial 1-872-239-8359 and enter Conference ID 929 203 115#

Consent Items

#1 - Regular Session Minutes, October 12, 2021

#2 - Liquor Minutes, October 12, 2021

Special Class C Licenses

Kent County Chamber of Commerce, Beer and Wine, November 6, 2021

Appointments

Wayne Gilchrest, Program Director, Sassafras Environmental Education Center
New Management

Departmental Appointments

Jamie Williams, Director, Economic & Tourism Development
Economic Development Week Proclamation

County Administrator

Commissioner Meeting Schedule
November and December Meeting Dates
Enterprise Fleet Management
Consignment Auction Agreement

County Administrator Report

Dr. Karen Couch, Superintendent, Kent County Public Schools
Letter of Support to Increase School Safety Measures

Kent Alcohol and Tobacco Enforcement KATE

Sondra M. Blackiston, Clerk/KATE Manager
Temporary Extension of Certificate of Permission for Continuation of Business

Building is Open for In-Person Attendance: Public Comment/Media Review Dial 1-872-239-8359 and enter Conference ID 929 203 115#

Procedures for Public Comment

For Your Information

Public Notice

Holiday Observances

Heather Murphy, Director, Office of Planning and Capital Programming, Maryland
Department of Transportation

Draft 2021 Non-Metropolitan Area Consultative Process Brochure

Timothy S. Ailsworth, Executive Director, Local Government Insurance Trust (LGIT)

Certificate of Membership

Contingency Fund

Contingency and Use of Fund Balance Report

Closed Session

Marty Hale, Director, Human Resources and Mike Moulds, Director, Public Works

County Engineer Vacancy

STATUTORY AUTHORITY TO CLOSE SESSION, 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

Marty Hale, Director, Human Resources

Human Resources Specialist Vacancy

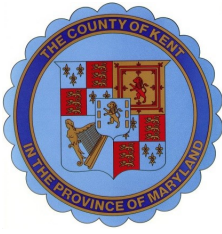
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John F. Price, Sheriff, Kent County Sheriff's Office

Recruitment and Retention

STATUTORY AUTHORITY TO CLOSE SESSION, 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

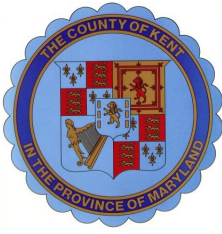
(Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the MD Open Meetings Law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed for specific 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 12, 2021
10/19/2021
County Commissioners Meeting**

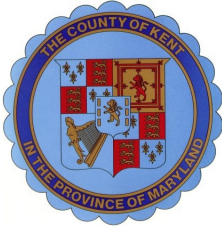
ATTACHMENTS:

Description



**#2 - Liquor Minutes, October 12, 2021
10/19/2021
County Commissioners Meeting**

ATTACHMENTS:
Description



**Kent County Chamber of Commerce, Beer and Wine, November 6, 2021
10/19/2021
County Commissioners Meeting**

ATTACHMENTS:

Description

4737 Kent County Chamber of Commerce, Application

4737

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:

Kent County Chamber of Commerce

Address 122 N. Cross Street, Chestertown, MD 21620

Type of Function Kent BrewFest

Location of Function Memorial Plaza, Downtown Chestertown

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? No 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) 11/6/2021.
Begin at: 12:00 End at: 4:00 and the applicant tenders herewith the sum of (\$____ Per Diem) (\$ 15) in payment for the license.

Please Select One:

X Pick Up

() Mail Permit (will be mailed to above address)

9. Applicants

(1) Samuel Shoge 212 Waldo Drive, Chestertown, MD 21620
Name Residence
32 years Director 410-699-0231
Length of Residence in Kent Co. Committee Title Phone No. [Signature]
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 12th day of October, 20 21, before the subscriber, a Notary of the State of Maryland, personally appeared Samuel Shoge 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.

[Signature]

(SEAL)

My commission expires 1/24/2024

(2) Jennifer Rickert 501 N. Kent St., Chestertown, MD 21620
Name Residence
3 yrs. Admin. 215-284-6874
Length of Residence in Kent Co. Committee Title Phone No. [Signature]
(Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 12th day of October, 20 21, before the subscriber, a Notary of the State of Maryland, personally appeared Jennifer Rickert 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.

[Signature]

(SEAL)

My commission expires 1/24/2024

(3) Karyn L Dustin 23150 Old Fairlee Rd Chestertown, MD 21620
Name Residence
10 Months Treasurer 410-990-5703
Length of Residence in Kent Co. Committee Title Phone No. [Signature]
(Signature of Applicant)

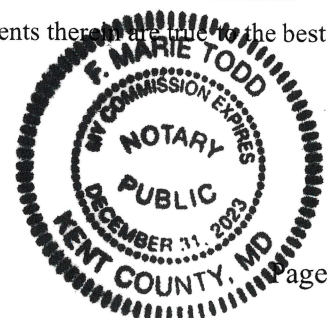
STATE OF MARYLAND

This certifies, that on the 12th day of October, 20 21, before the subscriber, a Notary of the State of Maryland, personally appeared Karyn L Dustin 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.

[Signature]

(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.

W. Ingersoll Signature (s)

W. S. INGERSOLL Print Name

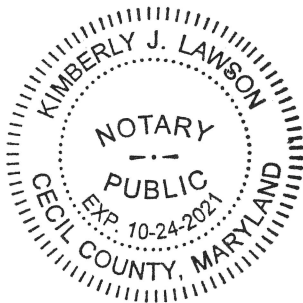
STATE OF MARYLAND, Kent:

THIS CERTIFIES, that on the 12th day of October, 20 21,
before the subscriber, a Notary of the State of Maryland, personally appeared William S.
Ingersoll and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.

K. J. Lawson

(SEAL)



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

BRANDON MCFAYDEN
INSPECTOR

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, to 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.

The issuance of 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.

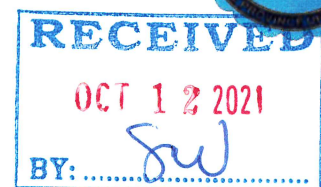
Name of organization, club, etc. Kent County Chamber of Commerce

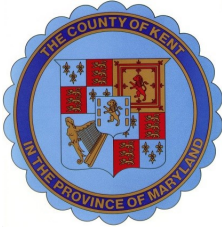
Address 122 N. Cross St., Chestertown, MD 21620

Name Sam Shoge Phone # 410-810-2968
(Please Print)

 Date 10/11/21
(Signature)

Special Class "C" (Per Diem) License Affidavit





**Wayne Gilchrest, Program Director, Sassafras Environmental Education
Center
10/19/2021
County Commissioners Meeting**

Item Summary:

New Management

ATTACHMENTS:

Description

10.19.21 Sassafras Environmental Education Center (SEEC) 2021 Power Point Presentation, Reconnecting Kent County Students to the Natural World

10.19.21 Sassafras Environmental Education Center (SEEC) for Schools

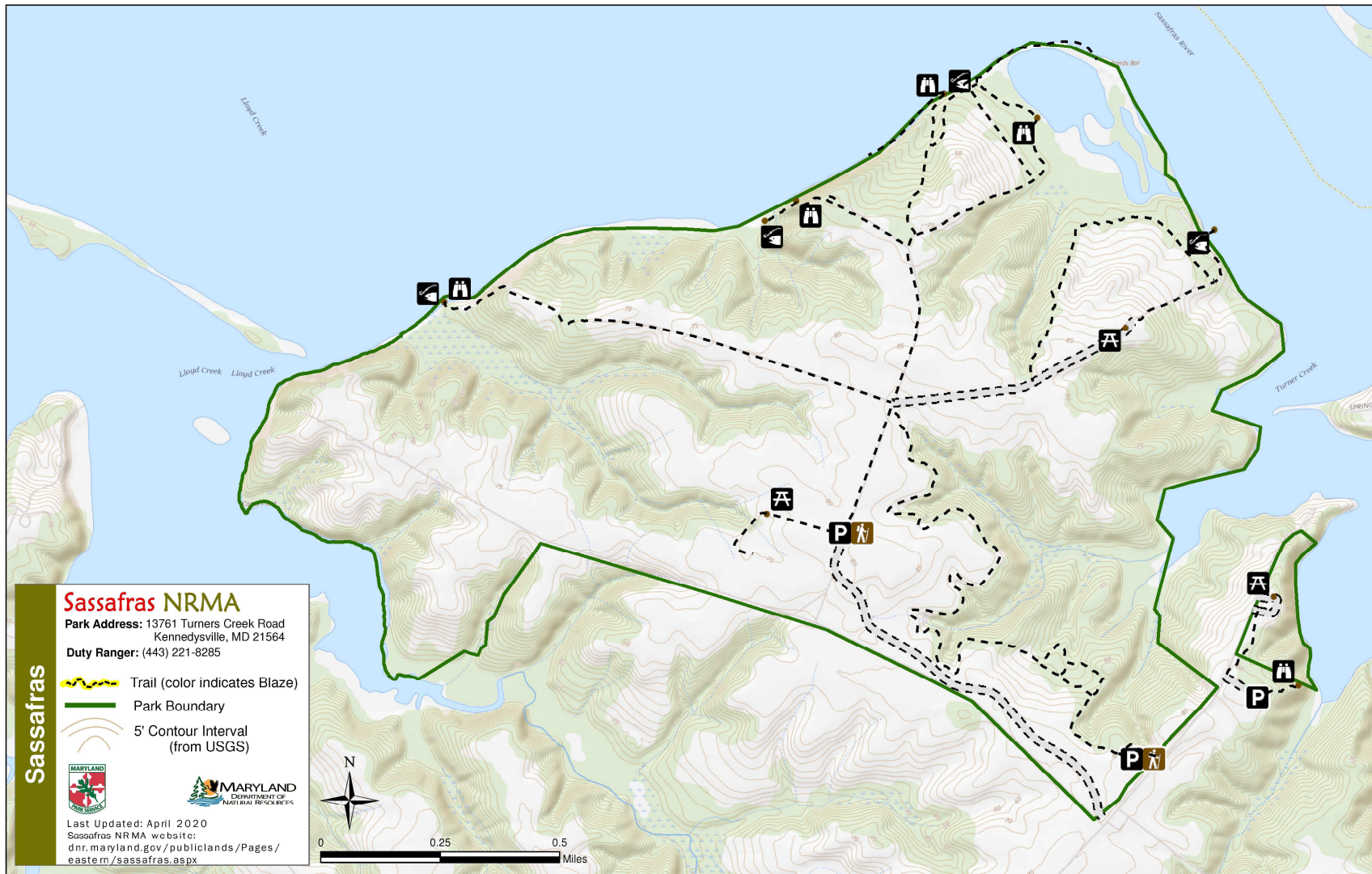
10.19.21 Sassafras Environmental Education Center (SEEC), Wayne Gilchrest A Story of At Risk Teenagers

10.19.21 Sassafras Environmental Education Center (SEEC) Career Opportunities

10.19.21 Sassafras Environmental Education Center (SEEC) Resources and Equipment

Sassafras Environmental Education Center

Reconnecting Kent County Students to the Natural World





Education at SEEC

- Provide instruction to EVERY 2nd – 10th grade public school student in Kent **FOR FREE**
- Meets MDE's Environmental Literacy Standards
- Work with teachers to prepare lesson plans and conduct post-lesson reviews



Hands-on Outdoor Education

To Meet Environmental Literacy Standards

Number of students served

Students Taught Environmental Curriculum by SEEC

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
	Students	Students	Students	Students*	Students*	Students*
Kent County Public Schools	296	715	865	1225	1337	2268
Private/Alternative Schools		30	125	75	67	4
KC Community Youth Groups	46	46	96	184	206	167
Non Kent County Schools		100	60	174	188	223
Others Programs Served	50	50	12	106	75	218
Total SEEC Participants	392	941	1158	1764	1873	2880

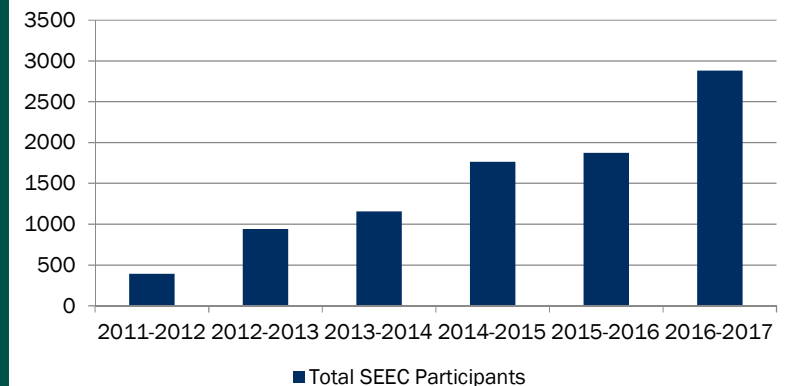
* Classes can participate in both fall and spring sessions; total students participating per grade may exceed total students in that grade in Kent

Private/Alternative = Radcliff, KAP, Horizons, Explore it! Summer Camp

Kent County Community Youth Groups = Hoyas, KCPR Summer Camp

Non Kent County Schools = Sudlersville, Church Hill, Cecilton, CAP, Wye River

Total SEEC Participants





4th grade



7th grade





4th grade



8th grade





10th Grade Learns from Community Members



What Makes SEEC Unique?

- **NO COST** to participants or schools/organizations
- Meets required Environmental Literacy Standards
- Hands on
- In one day, students learn about all the different environments that make up Kent County:
 - Rivers
 - Woodlands
 - Meadows
 - Wetlands
 - Food production

Volunteers



Master Gardeners

Total Harvest in 2021 (so far): 565 pounds
Donated to “Feed the Elderly” (Minary’s Dream Alliance)

Community Partners

- Bayer (formerly Monsanto)
- DNR
- Kent County Public Works
- Kent County Soil Conservation
- NRCS
- Shore Rivers
- University of Maryland Extension
- Washington College

How many people does it take?

2

Two full time educators to run all programs

Thank You!



Wayne Gilchrest

wgilchrest@eslc.org



SASSAFRAS ENVIRONMENTAL EDUCATION CENTER



At Sassafra Environmental Education Center (SEEC), an educational component of Eastern Shore Land Conservancy, we aim to share a deep appreciation of the importance of living compatibly with nature with every child in Kent County. To help achieve this goal, each year we provide every 2nd- to 10th-grade Kent County Public Schools student with outdoor experiences that build upon and supplement the Maryland Environmental Literacy standards and classroom lessons.

We integrate other disciplines – such as science, math, art and history – to help teachers give students tangible examples of classroom lessons. Time spent learning outside of the traditional classroom offers freedom to discover and explore nature. This is an invaluable experience often missing from the modern child's life.

At SEEC, a child can master paddling a canoe while learning about John Smith, local watermen and estuarine ecology. Digging potatoes from the garden and delivering them to the Kent County Food Bank provides a lesson in community ecology, and empathy.

SEEC is fortunate to have a number of valuable programs are carried out on 1,000 acres of state-owned land along the Sassafra River; we have Knocks Folly and the Latham House, historic properties; we use the public landing and Turners Creek Park; and we have assembled a flotilla of canoes, gardening and tree-planting equipment, a library, and a collection of animal bones and artifacts for our hands-on activities.



awareness, soil

assets: our
and county-
the use of
18th-century
pavilion at

Former Congressman Wayne T. Gilchrest founded this program with his abiding interest in the health of the environment on which all life depends and his passion for teaching. Before his time in politics, he was a public school teacher.

For more information about SEEC, contact Wayne T. Gilchrest, Program Director, at wgilchrest@eslc.org, or Jaime Belanger, Education Programs Coordinator, at jbelanger@eslc.org, or call 410-348-5214.



We hope you will consider becoming a participant in our center of learning to improve the lives of our children, our community, our nation and ultimately, our world.

Story – At Risk Teenagers and a Water Snake.

A Memory from Wayne Gilchrest, Program Director

As we were walking through a patch of young forest on a deer trail filled with periodic spasms of multiflora rose sticker bushes and biting June flies, the “at risk” teenage students from Kent County High School, voiced their displeasure with screams and groans of “You can’t do this to us,” and “This is boring!” Still we, the teacher and myself, continued walking, issuing words of encouragement and adding things like, “This is what it may have been like before the first humans walked this land, when there were still mastodons and caribou and bears, long before the Chesapeake Bay was formed,” and “You’re walking a trail like the ones the first Americans traveled, following their food source into this untouched wilderness.”

Then, as we approached the older forest of towering oaks and beech trees, with a forest floor shaded out by the thick canopy of leaves, thus mostly cleared of obstacles, you could feel an almost imperceptible modicum of attention from the students.

The demands of a confined classroom day after day, often cause attention fatigue in students. This symptom is the result of a setting nearly vacant of natural stimuli and students’ individual insecurities in the classroom. A teacher’s often futile attempts at, “let me have your attention,” voiced repeatedly during the school day are replaced at SEEC by the ancient rhythms of man’s evolving relationship with the wilderness.

At last we reach our destination. A beaver dam. I step down the slope to stand next to the lodge built into the bank at the edge of the beaver pond. Ready to explain the ecosystem created by the beaver family, I suddenly see something move out of the corner of my eye at the top of the lodge. One of my unvoiced fears is about to be realized! The beaver is breaking out of the top of the lodge to attack the students. This lasts a millisecond. It is actually a huge, long, fat, water snake. Leaving the warm glow of its sunny perch, streaking by students standing on the ledge, swooping down and across my firmly placed feet and into the murky mystery of the beaver pond, the water snake awoke in the teenagers an ancient natural response. Run. When I turned to look up, the students were gone. Nowhere to be seen.

Eventually, everyone stopped screaming and laughing, and we reassembled on the bank to continue our discussion of the ecosystem services performed by the beaver and, an opportunistic addition, water snakes. Two minutes later, a bald eagle flew into a nearby tree with a large fish. We watched in awe at the primitive beauty of this natural spectacle. The students fell silent for a time. Then they began in quiet earnest to use their senses to look and feel what other natural wonders they might discover. Attention fatigue was gone for the day, replaced by the adventure often found in the magic of nature’s design. Learning had begun. Wilderness can often be an antidote to insecurity, and an open door to profound and abiding satisfactions.



Sassafras Environmental Education Center

Career Opportunities

The Sassafras Environmental Education Center's outdoor education as integrated into the regional school system can enhance learning across various disciplines, such as Science, Math, Social Sciences, Language Arts, Music, and Art. In effect, our goal is consilience: to teach the students how the Delmarva Peninsula came to be and what their actions on the land mean for future generations, emphasizing the importance of sustainable development. SEEC academic environmental literacy curriculum can also lead to career opportunities directly related to each overall topic for learning. This is shown broadly in the table below.

Environmental Learning Topic:	Can Lead to Careers in:
<u>Geologic History of the Delmarva Peninsula</u>	Geochemistry, Geodesy, Geography, Geomorphology, Geophysics, Paleontology, Petrology, Radio geology, Seismology, Speleologist, Climate, Ecology, Hydrography, Hydrology, Meteorology, Soil, Weather, Seasons, Culture, Geopolitics, Immigration, Human Races
<u>Ecologic History to the Present</u>	Chemistry, Physics, Computer Science, Geology, Meteorology, Oceanography, Biology, Evolutionary Biology, Wildlife Conservation, Biodiversity, Renewable Energy, Outdoor Education, Environmental Law and Policy, Environmental Engineering, Fishery Biologist, Environmental Planner, Hydrologist, Wetlands Biologist, Agriculture Advisor, Climate Change, Ecologist, Health Advisor

<u>Human History to the Present</u>	Advertising Executive, Archivist, Broadcaster, Business Manager, Congressional Aid, Congressman, Editor, Foreign Service Officer, Historic Preservation, Intelligence Agency, Journalist, Lawyer, Military, Museums, Ministry, Sports Writer, Teacher, Think Tanks
<u>Physics</u>	Armed Forces, Astronomy, Astrophysics, Computer software, Education, Engineering, Geophysics Medicine, Meteorology and Climate Change, Nanotechnology, Oil and Gas, Renewable Energy, Scientific Research, Space Exploration, Telecommunication
<u>Environmental Economics</u>	Agricultural Economist, Environmental Protection Economist, Marine Resource Economist, Environmental Specialist, Environmental/Natural Resource Economist, Environmental Finance, Environmental Accounting, Fair Trade, Property Rights, Environmental Tariffs
<u>Conservation Civics</u>	Agency for International Development, Department of Agriculture, Foreign Agriculture Service, Forest Service, Department of Defense, Department of Energy, Dept. of Health and Human Services, Food and Drug Administration, Fish and Wildlife Service, Dept. of State, Bureau of Oceans and International Environmental and Scientific Affairs, E.P.A., United Nations Environmental Program, World Trade Organization
<u>Agriculture</u>	Engineer, Economist, Pathologist, Veterinarian, Biochemist, Botanist, Entomologist, Epidemiologist, Fisheries Scientist, Forester, Pharmacologist, Microbiologist, Hydrologist, GIS Specialist, Geneticist, Wildlife Biologist, Soil Scientist, Forest Ranger, Agronomist, Nutritionist, Pilot, Animal Behaviorist, Farmer
<u>The Arts</u>	Film, Textile Arts, Visual Arts, Photography, Art Teacher, Musician, Artist, Recording Engineer, Art Historian, Dancer, Actor/Actress, Record Producer, Curator, Art Restorer, Writer, Journalist, Graphic Designer

Sassafras Environmental Education Center

Resources Provided by the State and County

Access to 1300 acres. Four miles of shoreline.

5 acre tillable land for gardening

Office and teaching space in Knocks Folly

Latham House for equipment storage and teaching space.

Turners Creek Pavilion.

Plant and maintain forest and buffers

Existing Equipment List

General Reference:

Audubon field guidebooks

Laminated field guides

Bird Song Bible and pocket birdsong I.D.

Small reference library

Science kits

Art supplies

Laminated property maps

Working with the land

Woodland Management Equipment is used to maintain and expand 20 acres of newly planted woodland and maintain 8 miles of hiking trails

4 loppers

8 dibbles

3 CO2 meters for Air and Soil

2 hand saws

4 machetes

Gardening Food from Garden is donated to feed the elderly in Kent County

1 34 hp Kubota tractor. Front end loader, mower and tiller.

250 ft Solar powered well for watering garden

6 shovels

5 metal rakes

4 hoes

2 wheel barrows

3 60 x 100 ft. tillage tarps

3 30 x 60 ft tillage tarps

10 trowels

5 sieve boxes + small garden trowels

Soil testing kits

8 honey bee hives

Water Science Activities

Canoeing

10 canoes (max 22 persons + SEEC guides) + paddles & life vests

Water testing kits

5 secchi disks

1 telescope

3 binoculars

Fishing

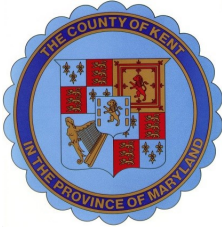
1 seine net (4' x 9')

2 Fishing tackle boxes

10 bamboo poles

10 dip nets

10 5 gallon buckets



Jamie Williams, Director, Economic & Tourism Development
10/19/2021
County Commissioners Meeting

Item Summary:

Economic Development Week Proclamation

ATTACHMENTS:

Description

10.19.21 Proclamation, Economic Development Week

Kent County, Maryland



Proclamation

ECONOMIC DEVELOPMENT WEEK

WHEREAS,

Kent County Economic and Tourism Development is an active member of the Maryland Economic Development Association (MEDA), and will celebrate ten years of honoring Economic Development Week. Their mission is to enhance the knowledge and skills of its members, encourage partnerships and networking among people to bring jobs and capital to Maryland, and to promote economic development as an investment in Maryland; and

WHEREAS,

MEDA members continuously work to improve the State's business climate and professionalism for those in the economic development field, and through its regular meetings, special programs and projects, members address diverse issues, and continuous growth; and

WHEREAS,

The economic growth and stability of the State affects all regions and jurisdictions of Maryland, and Kent County Economic and Tourism Development directly impacts the quality of life and community prosperity for Kent County.

NOW, THEREFORE, We, The County Commissioners of Kent County, hereby proclaim October 25 – 31, 2021 as Economic Development Week, and ask all to join with us to recognize and support the importance of business development locally and statewide.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

P. Thomas Mason

P. Thomas Mason, President

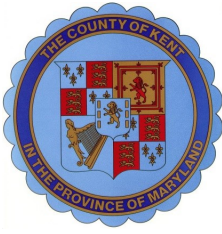
Ronald H. Fithian

Ronald H. Fithian, Member

Robert N. Jacob, Jr.

Robert N. Jacob, Jr., Member

October 19, 2021



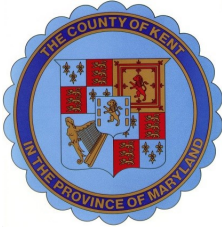
Commissioner Meeting Schedule 10/19/2021 County Commissioners Meeting

Item Summary:

November and December Meeting Dates

ATTACHMENTS:

Description



Enterprise Fleet Management 10/19/2021 County Commissioners Meeting

Item Summary:

Consignment Auction Agreement

ATTACHMENTS:

Description

10.19.21 Enterprise Fleet Management Consignment Auction Agreement, By and Between Enterprise Fleet Management, Inc. and Kent County, Wholesale Auctions, Right to Sell

FLEET MANAGEMENT

CONSIGNMENT AUCTION AGREEMENT

THIS AGREEMENT is entered into by and between Enterprise Fleet Management, Inc. a Missouri Corporation (hereinafter referred to as "Enterprise") and Kent County (hereinafter referred to as "CUSTOMER") on this ~~22~~ 19 day of ~~September~~ October, 2021 (hereinafter referred to as the "Execution Date").

RECITALS

- A. Enterprise is in the business of selling previous leased and rental vehicles at wholesale auctions; and
- B. The CUSTOMER is in the business of Government.
- C. The CUSTOMER and Enterprise wish to enter into an agreement whereby Enterprise will sell at wholesale auction, CUSTOMER's vehicles set forth on Exhibit A, attached hereto and incorporated herein, as supplemented from time to time (collectively, the "Vehicles").

NOW, THEREFORE, for and in consideration of the mutual promises and covenants hereinafter set forth, the parties agree as follows:

TERMS AND CONDITIONS

1. Right to Sell: Enterprise shall have the non-exclusive right to sell any Vehicles consigned to Enterprise by a CUSTOMER within the Geographic Territory.
2. Power of Attorney: CUSTOMER appoints Enterprise as its true and lawful attorney-in-fact to sign Vehicle titles on behalf of CUSTOMER for transfer of same and hereby grant it power in any and all matters pertaining to the transfer of Vehicle titles and any papers necessary thereto on behalf of CUSTOMER. The rights, powers and authorities of said attorney-in-fact granted in this instrument shall commence and be in full force and effect on the Execution Date, and such rights, powers and authority shall remain in full force and effect thereafter until terminated as set forth herein.
3. Assignments: Vehicle assignments may be issued to Enterprise by phone, fax, or electronically.
4. Service Fee: For each Vehicle sold, the CUSTOMER shall pay Enterprise a fee of \$ 395 ("Service Fee") plus towing at prevailing rates.
5. Sales Process: Enterprise shall use reasonable efforts sell each Vehicle. CUSTOMER may, at its discretion, place a Minimum Bid or Bid to be Approved (BTBA) on any Vehicle by providing prior written notification to Enterprise.
6. Time for Payment:
 - (a) No later than ten (10) business days after the collection of funds for the sale of a Vehicle, Enterprise will remit to the CUSTOMER an amount equal to the Vehicle sale price minus any seller fees, auction fees, Service Fees, towing costs, title service fees, enhancement fees and any expenses incurred by Enterprise while selling Vehicle, regardless of whether the purchaser pays for the Vehicle.
 - (b) Enterprise's obligations pursuant to Section 6(a) shall not apply to Vehicle sales involving mistakes or inadvertences in the sales process where Enterprise reasonably believes that fairness to the buyer or seller justifies the cancellation or reversal of the sale. If Enterprise has already remitted payment to CUSTOMER pursuant to Section 6(a) prior to the sale being reversed or cancelled, CUSTOMER agrees to reimburse Enterprise said payment in full. Enterprise will then re-list the Vehicle and pay CUSTOMER in accordance with this Section 6. Examples of mistakes or inadvertences include, but are not limited to, Vehicles sold using inaccurate or incomplete vehicle or title descriptions and bids entered erroneously.
7. Indemnification and Hold Harmless: Enterprise and CUSTOMER agree to indemnify, defend and hold each other and its parent, employees and agents harmless to the extent any loss, damage, or liability arises from the negligence or willful misconduct of the other, its agents or employees, and for its breach of any term of this Agreement. The parties' obligations under this section shall survive termination of this Agreement.

8. Liens, Judgments, Titles and Defects: CUSTOMER shall defend, indemnify and hold Enterprise its parent, employees and agents harmless from and against any and all claims, expenses (including reasonable attorney's fees), suits and demands arising out of, based upon, or resulting from any judgments, liens or citations that were placed on the Vehicle, defects in the Vehicle's title, or mechanical or design defects in the Vehicle.
9. Odometer: Enterprise assumes no responsibility for the correctness of the odometer reading on any Vehicle and the CUSTOMER shall defend, indemnify and hold Enterprise its parent, employees and agents harmless from and against any and all claims, expenses (including reasonable attorney's fees), suits and demands arising out of, based upon or resulting from inaccuracy of the odometer reading on any Vehicle or any odometer statement prepared in connection with the sale of any Vehicle, unless such inaccuracy is caused by an employee, Enterprise, or officer of Enterprise.
10. Bankruptcy: Subject to applicable law, in the event of the filing by CUSTOMER of a petition in bankruptcy or an involuntary assignment of its assets for the benefit of creditors, Enterprise may accumulate sales proceeds from the sale of all Vehicles and deduct seller fees, auction fees, Service Fees, towing costs, title service fees, enhancement fees and any expenses incurred by Enterprise while selling Vehicle from said funds. Enterprise will thereafter remit to CUSTOMER the net proceeds of said accumulated sales proceeds, if any.
11. Compliance with Laws: Enterprise shall comply with all federal, state, and local laws, regulations, ordinances, and statutes, including those of any state motor vehicle departments, department of insurance, and the Federal Odometer Act.
12. Insurance: CUSTOMER shall obtain and maintain in force at all times during the term of this Agreement and keep in place until each Vehicle is sold and title is transferred on each Vehicle, automobile third party liability of \$1,000,000 per occurrence and physical damage coverage on all Vehicles. This insurance shall be written as a primary policy and not contributing with any insurance coverage or self-insurance applicable to Enterprise.
13. Term: This agreement is effective on the Execution Date and shall continue until such time as either party shall notify the other party with thirty (30) days prior written notice to terminate the Agreement with or without cause.
14. Modification: No modification, amendment or waiver of this Agreement or any of its provisions shall be binding unless in writing and duly signed by the parties hereto.
15. Entire Agreement: This Agreement constitutes the entire Agreement between the parties and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, with respect to the subject matter hereto.
16. Liability Limit: In the event Enterprise is responsible for any damage to a Vehicle, Enterprise's liability for damage to a Vehicle in its possession shall be limited to the lesser of: (1) the actual cost to repair the damage to such vehicle suffered while in Enterprise's possession; or (2) the negative impact to the salvage value of such vehicle. Enterprise shall not be liable for any other damages to a Vehicle of any kind, including but not limited to special, incidental, consequential or other damages.
17. Attorney's Fees: In the event that a party hereto institutes any action or proceeding to enforce the provisions of this Agreement, the prevailing party shall be entitled to receive from the losing party reasonable attorney's fees and costs for legal services rendered to the prevailing party.
18. Authorization: Each party represents and warrants to the other party that the person signing this Agreement on behalf of such party is duly authorized to bind such party.

"ENTERPRISE"

Signature: _____

Printed Name: _____

Title: _____

Date Signed: _____, _____

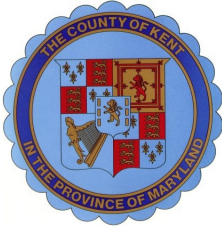
"CUSTOMER"

Signature: P. Thomas Mason

Printed Name: P. Thomas Mason

Title: President

Date Signed: October 19, 2021



Dr. Karen Couch, Superintendent, Kent County Public Schools
10/19/2021
County Commissioners Meeting

Item Summary:

Letter of Support to Increase School Safety Measures

ATTACHMENTS:

Description

10.14.21 Dr. Karen Couch Superintendent KCPS Additional Safety Measures

The County 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 410-778-4600
E-MAIL kentcounty@kentgov.org
www.kentcounty.com

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

October 14, 2021

Dr. Karen Couch, Superintendent
Kent County Public Schools
5608 Boundary Avenue
Rock Hall, MD 21661

RE: Additional Safety Measures

Dear Dr. Couch:

In efforts to provide a united front with Kent County Public Schools (KCPs), we, the County Commissioners, and the Sheriff of the Kent County Sheriff's Office, would like to offer any and all additional support to increase the safety measures at Kent County High School (KCHS) for our students and teachers. The Sheriff's Office has the capacity to offer heightened security measures within KCHS. We encourage you to consider this offer of support by requesting additional resources from the Sheriff's Office. It is our hope that we can help set a precedent that inappropriate behaviors of students will not be tolerated.

Working together assures the staff, parents, and students of KCHS that we take safety and security as a top priority. Please reach out to Sheriff John F. Price and provide a written request for any additional support you wish to receive. We stand ready and willing to assist KCPs.

Very truly yours,
THE COUNTY COMMISSIONERS
AND SHERIFF'S OFFICE
OF KENT COUNTY, MARYLAND

P. Thomas Mason

P. Thomas Mason, President

Ronald H. Fithian/sw

Ronald H. Fithian, Member

Robert N. Jacob, Jr.

Robert N. Jacob, Jr., Member

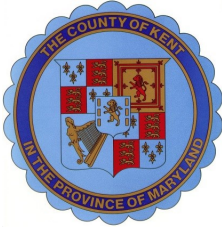
John F. Price

John F. Price, Sheriff

KCC/sw

cc: Joe Goetz, President, Kent County Board of Education





Sondra M. Blackiston, Clerk/KATE Manager
10/19/2021
County Commissioners Meeting

Item Summary:

Temporary Extension of Certificate of Permission for Continuation of Business

ATTACHMENTS:

Description

10.19.21 J.J.'s Deli and Liquors, LLC Extension of Continuation of Business

10.19.21 Blue Bird Tavern Extension of Continuation of Business

Section 4-803. Certificate of permission or renewal license for continuation of business

Section 4-804. Transfer or reinstatement of license

**KENT COUNTY, LOCAL LICENSING AUTHORITY
ALCOHOLIC BEVERAGE LICENSE CERTIFICATE OF PERMISSION FOR
CONTINUATION OF BUSINESS**

J.J.'s DELI AND LIQUORS, LLC

TEMPORARY EXTENSION

WHEREAS, on September 3, 2019, a Certificate of Permission was issued to Penny Lee Usilton, Personal Representative of the Estate of John William Thompson, and to J.J.'s Deli and Liquors, LLC to continue the sale of alcoholic beverages at the premises known as J.J.'s Deli and Liquors, LLC, pursuant to Section 4-803 of the Alcoholic Beverages Article of the Annotated Code of Maryland. A copy of the Certificate is attached hereto and incorporated herein by reference; and

WHEREAS, the Certificate and the automatic extension period in accordance with the applicable COVID-19 State of Emergency and Emergency Orders have expired; and

WHEREAS, even though the COVID-19 State of Emergency has expired, the COVID-19 pandemic is ongoing and continues to negatively affect commerce; and

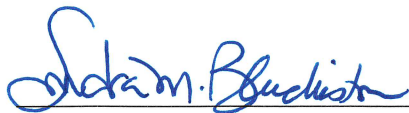
WHEREAS, the Personal Representative has applied for a transfer of the existing alcoholic beverage license for the premises in accordance with Section 4-804 of the Alcoholic Beverages Article of the Annotated Code of Maryland, and the transfer is currently pending; and

WHEREAS, it is appropriate and in the best interest of the public for the business to continue operating pending the transfer of the license.

THEREFORE, the Board of License Commissioners of Kent County, Maryland hereby grants a Temporary Extension of the Certificate for a period not to exceed the earlier of ninety (90) days from the below effective date, or the date upon which the application for transfer has been approved.

ATTEST:

THE BOARD OF LICENSE
COMMISSIONERS OF
OF KENT COUNTY, MARYLAND



Sondra M. Blackiston, Clerk



P. Thomas Mason, President



Ronald H. Fithian, Member



Robert N. Jacob, Jr., Member

EFFECTIVE: October 19, 2021

**KENT COUNTY, LOCAL LICENSING AUTHORITY
ALCOHOLIC BEVERAGE LICENSE CERTIFICATE OF PERMISSION FOR
CONTINUATION OF BUSINESS**

WHEREAS, a license issued to John W. Thompson under the corporate name of J.J.'s Deli & Liquor, LLC for the sale of alcoholic beverages at the premises known as J.J.'s Deli & Liquor; and

WHEREAS, on July 5, 2019 licensee John W. Thompson died; and

WHEREAS, Penny Lee Usilton has been appointed as Personal Representative of the Estate of John William Thompson; and

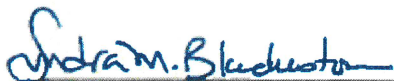
WHEREAS, at the time of the death of John W. Thompson, the alcoholic beverage license was in good standing; and

WHEREAS, the Board of License Commissioners hereby accepts the application made by Ms. Usilton, Personal Representative for permission for the continuance of business, and further acknowledges payment of fee in the amount of \$1.00.

THEREFORE, pursuant to Section 4-803 of Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners of Kent County, Maryland, hereby issues this Certificate of Permission to Penny Lee Usilton, Personal Representative of the Estate of John William Thompson, and to J. J.'s Liquor & Deli, LLC to continue the sale of alcoholic beverages at the premises known as J.J.'s Deli & Liquor. The term of the Certificate of Permission shall be for a period not exceeding eighteen (18) months after the date of the granted permission. Given that the current license expires earlier than eighteen (18) months after the date of the granted permission, the Board may issue a renewal license on application by the personal representative for a period not exceeding 18 months after the death of the license holder.

ATTEST:

THE BOARD OF LICENSE
COMMISSIONERS OF
OF KENT COUNTY, MARYLAND


Sondra M. Blackiston, Clerk


P. Thomas Mason, President


Ronald H. Fithian, Member


Robert N. Jacob, Jr., Member

EFFECTIVE: September 3, 2019

Date:

08/21/19

receipt NO. 052862

\$1.00 cash

rec'd

To: Board of License Commissioners

From:

Ry J. Varrato

I request the Board grant a certificate of permission for the continuation of business for J.J.'s Deli & Liquors for the sale of alcoholic beverages.

County Commissioners

Office

Date

SNB

8/27/19

**KENT COUNTY, LOCAL LICENSING AUTHORITY
ALCOHOLIC BEVERAGE LICENSE CERTIFICATE OF PERMISSION FOR
CONTINUATION OF BUSINESS**

BLUE BIRD TAVERN

TEMPORARY EXTENSION

WHEREAS, on October 15, 2019, a Certificate of Permission was issued to Dorothy Mench, Personal Representative of the Estate of James F. Schaubert, and to the Blue Bird Tavern to continue the sale of alcoholic beverages at the premises known as the Blue Bird Tavern, pursuant to Section 4-803 of the Alcoholic Beverages Article of the Annotated Code of Maryland. A copy of the Certificate is attached hereto and incorporated herein by reference; and

WHEREAS, the Certificate and the automatic extension period in accordance with the applicable COVID-19 State of Emergency and Emergency Orders have expired; and

WHEREAS, even though the COVID-19 State of Emergency has expired, the COVID-19 pandemic is ongoing and continues to negatively affect commerce; and

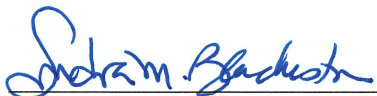
WHEREAS, the Personal Representative has applied for a transfer of the existing alcoholic beverage license for the premises in accordance with Section 4-804 of the Alcoholic Beverages Article of the Annotated Code of Maryland, and the transfer is currently pending; and

WHEREAS, it is appropriate and in the best interest of the public for the business to continue operating pending the transfer of the license.

THEREFORE, the Board of License Commissioners of Kent County, Maryland hereby grants a Temporary Extension of the Certificate for a period not to exceed the earlier of ninety (90) days from the below effective date, or the date upon which the application for transfer has been approved.

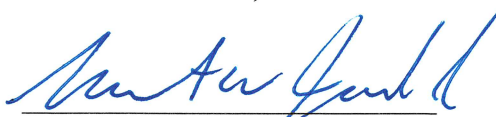
ATTEST:

THE BOARD OF LICENSE
COMMISSIONERS OF
OF KENT COUNTY, MARYLAND


Sondra M. Blackiston, Clerk


P. Thomas Mason, President


Ronald H. Fithian, Member


Robert N. Jacob, Jr., Member

EFFECTIVE: October 19, 2021

**KENT COUNTY, LOCAL LICENSING AUTHORITY
ALCOHOLIC BEVERAGE LICENSE CERTIFICATE OF PERMISSION FOR
CONTINUATION OF BUSINESS**

WHEREAS, a license issued to James F. Schauber under the trade name of Blue Bird Tavern for the sale of alcoholic beverages at the premises known as Blue Bird Tavern; and

WHEREAS, on September 19, 2019 licensee James F. Schauber died; and

WHEREAS, Dorothy Mench has been appointed as Personal Representative of the Estate of James F. Schauber; and

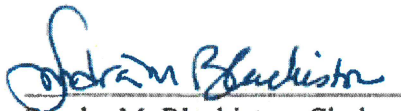
WHEREAS, at the time of the death of James F. Schauber, the alcoholic beverage license was in good standing; and

WHEREAS, the Board of License Commissioners hereby accepts the application made by Dorothy Mench, Personal Representative for permission for the continuance of business, and further acknowledges payment of fee in the amount of \$1.00.

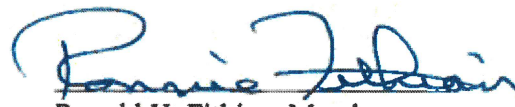
THEREFORE, pursuant to Section 4-803 of Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners of Kent County, Maryland, hereby issues this Certificate of Permission to Dorothy Mench, Personal Representative of the Estate of James F. Schauber, and to Blue Bird Tavern to continue the sale of alcoholic beverages at the premises known Blue Bird Tavern. The term of the Certificate of Permission shall be for a period not exceeding eighteen (18) months after the date of the granted permission. Given that the current license expires earlier than eighteen (18) months after the date of the granted permission, the Board may issue a renewal license on application by the personal representative for a period not exceeding (18) months after the death of the license holder.

ATTEST:

THE BOARD OF LICENSE
COMMISSIONERS OF
OF KENT COUNTY, MARYLAND


Sondra M. Blackiston, Clerk


P. Thomas Mason, President


Ronald H. Fithian, Member


Robert N. Jacob, Jr., Member

EFFECTIVE: October 15, 2019

Date: 10/07/2019

To: Board of License Commissioners

From: _____

I request the Board grant a certificate of permission for the continuation of business for Blue Bird Tavern for the sale of alcoholic beverages.

Payment of Fee: \$11.00

Dorothy Mench

I HEREBY CERTIFY, that Dorothy Mench has
been appointed Personal Representative of the Estate of
James F. Schaker by the Register of Wills for Kent County,
Maryland.

10/7/19

R. J. Long
Estate Attorney

Md. ALCOHOLIC BEVERAGES Code Ann. Section 4-803

Statutes current through legislation effective November 6, 2020

- [MD - Annotated Code of Maryland](#)
- [ALCOHOLIC BEVERAGES](#)
- [DIVISION I. GENERAL PROVISIONS AFFECTING MULTIPLE JURISDICTIONS](#)
- [TITLE 4. LOCAL LICENSING](#)
- [SUBTITLE 8. DEATH OF LICENSE HOLDER](#)

Section 4-803. Certificate of permission or renewal license for continuation of business

(a) In general. -- On application to the local licensing board and payment of a fee of \$ 1 by the personal representative or special administrator of the estate of a deceased license holder to the local collecting agent, the local licensing board may grant a certificate of permission for the continuation of the business in the name of the personal representative or special administrator for the benefit of the estate of the deceased license holder.

(b) Term. --

(1) The certificate of permission may be granted for a period not exceeding 18 months after the date of the granted permission unless the license expires earlier.

(2) If the license expires earlier than 18 months after the date of the granted permission, the local licensing board may issue a renewal license on application by the personal representative or special administrator for a period not exceeding 18 months after the death of the license holder.

History

An. Code 1957, art. 2B, § 10-506(a)(2)(i), (3), (4); 2016, ch. 41, § 2.

Md. ALCOHOLIC BEVERAGES Code Ann. Section 4-804

Statutes current through legislation effective November 6, 2020

- [MD - Annotated Code of Maryland](#)
- [ALCOHOLIC BEVERAGES](#)
- [DIVISION I. GENERAL PROVISIONS AFFECTING MULTIPLE JURISDICTIONS](#)
- [TITLE 4. LOCAL LICENSING](#)
- [SUBTITLE 8. DEATH OF LICENSE HOLDER](#)

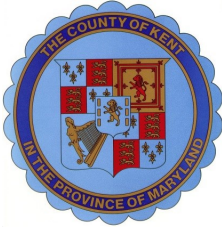
Section 4-804. Transfer or reinstatement of license

(a) Application for transfer. -- The personal representative or special administrator to whom a certificate of permission has been granted may apply to the local licensing board for the transfer of the license for the benefit of the estate of the license holder.

(b) Reinstatement of license. -- On approval of the application for transfer of the license and payment of the balance of any license fee due until the expiration of the license year, the license is reinstated.

History

An. Code 1957, art. 2B, § 10-506(a)(6); 2016, ch. 41, § 2.



Procedures for Public Comment 10/19/2021 County Commissioners Meeting

ATTACHMENTS:

Description

Procedures for Public Comment

10.19.21 Public Comments Sign In Sheet

BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR PUBLIC COMMENT

In addition to public appearance, the meeting is also being held virtually, via teleconference and viewable on the County website at www.kentcounty.com/government.

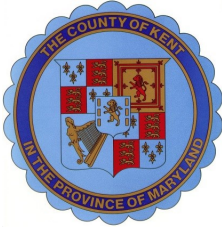
It is our desire that everyone who wishes to comment be given a fair and uninterrupted opportunity to express their views to the County Commissioners during this public comment period.

- Comments will be limited to three (3) minutes in length.
- Comments longer than three (3) minutes will be required to be submitted in writing.
- The Board President will open the meeting to Public Comments, citizens are asked to state their name, address, and the topic of interest. Citizens are to ask that all views be expressed in a respectful and civil manner. The Board respects your desire and right to convey your message freely. We ask as a courtesy to the Board and our citizens that you respect the Commissioners' request to refrain from naming citizens and name calling when offering any critique.

The County staff will acknowledge each caller, in the order they called in, announce the last 4 digits of the phone number that was used to call in, and will ask the caller to unmute their phone allowing them to comment.

**PUBLIC COMMENTS
SIGN IN SHEET
October 19, 2021**

NAME (please print)	ADDRESS	TOPIC
Paula Reeder	Still Pond, mb	SEEC



Public Notice
10/19/2021
County Commissioners Meeting

Item Summary:

Holiday Observances

ATTACHMENTS:

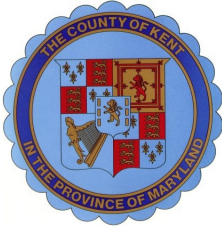
Description

PUBLIC NOTICE, REVISED - Last Two Months of 2021 Holiday Observances

PUBLIC NOTICE

All County Offices will be **CLOSED** for the following observances during the last two months of the 2021 calendar year:

November 11, 2021 – Veterans Day
November 25 & 26, 2021 – Thanksgiving Holiday
December 23 & 24, 2021 – Christmas Holiday
December 31, 2021 – New Year's Day



**Heather Murphy, Director, Office of Planning and Capital
Programming, Maryland Department of Transportation
10/19/2021
County Commissioners Meeting**

Item Summary:

Draft 2021 Non-Metropolitan Area Consultative Process Brochure

ATTACHMENTS:

Description

10.19.21 Heather Murphy, Director, Office of Planning and Capital Programming, Maryland Department of Transportation, Draft 2021 Non-Metropolitan Area Consultative Process Brochure

October 8, 2021

The Honorable P. Thomas Mason
President, Board of County Commissioners
400 High Street
Chestertown MD 21620

Dear President Mason:

This letter is to inform you that the Maryland Department of Transportation (MDOT) "Draft 2021 Non-Metropolitan Area Consultative Process" brochure has been released for public comment. As a member of a non-metropolitan jurisdiction, we are seeking your input on this brochure which is available on our website at www.mdot.maryland.gov/regionalplanning.

In accordance with federal law, MDOT has a process in place for consulting with non-metropolitan local officials that provides an opportunity for them to participate in the development of the Maryland Transportation Plan (MTP) and the Statewide Transportation Improvement Program (STIP). A non-metropolitan area is any jurisdiction that is not a voting member on a federal Metropolitan Planning Organization (MPO). At least once every five years, the State solicits comments from non-metropolitan local officials regarding the effectiveness of the consultation process and reviews any proposed changes.

We welcome your comments on this document or the planning/programming process during the 45-day public comment period which will be open until November 22, 2021. You can submit your comments by email at mdotplanning@mdot.maryland.gov.

Thank you for your continued partnership with MDOT in the transportation planning process.

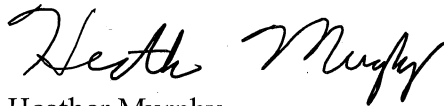
County Commissioners
Office

Date LHC 10-12-21

The Honorable P. Thomas Mason
Page Two

Should you have any questions or concerns, please contact Mr. Tyson Byrne, Regional Planning Manager in the Office of Planning and Capital Programming (OPCP) at 410-865-1284, toll free at 888-713-1414, or via email at tbyrne@mdot.maryland.gov. Of course, you may always contact me directly.

Sincerely,

A handwritten signature in black ink, reading "Heather Murphy". The signature is written in a cursive, flowing style.

Heather Murphy
Director, OPCP, MDOT

Attachment

cc: Mr. Tyson Byrne, Regional Planning Manager, OPCP, MDOT

FOR IMMEDIATE RELEASE:
October 8, 2021

Contact:
MDOT Public Affairs
[Erin Henson](mailto:Erin.Henson@mdot.state.md.us), 410-865-1025
[Jim Joyner](mailto:Jim.Joyner@mdot.state.md.us), 410-865-1030

MDOT Invites Non-Metropolitan Area Officials to Weigh in on Project Consultation Process

***Brochure Outlining Draft Consultative Process being Distributed to Seven Counties;
Process Effectiveness Reviewed every Five Years***

HANOVER, MD – To ensure all local officials and the public have a voice in Maryland's transportation planning, the Maryland Department of Transportation (MDOT) is inviting officials from the state's seven non-metropolitan areas to comment on MDOT's Draft 2021 Consultative Process. A brochure being distributed to county and municipal officials describes the process for local officials and community members in non-metropolitan areas to have a say in the development of the Maryland Transportation Plan (MTP) and the Statewide Transportation Improvement Program (STIP). MDOT's Draft 2021 Non-Metropolitan Areas Consultative Process brochure also can be viewed at www.mdot.maryland.gov/regionalplanning.

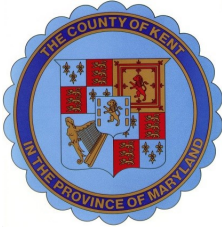
A non-metropolitan area is a jurisdiction that is not a voting member on a federal Metropolitan Planning Organization (MPO), a policy-making authority comprised of representatives from local governments and governmental transportation agencies. Maryland's non-metropolitan areas include the following counties: Garrett, Kent, Talbot, Caroline, Dorchester, Somerset and Worcester counties.

MDOT is seeking input from local elected officials, legislators, citizens, businesses, government agencies, and community leaders in the seven counties. At least once every five years, the state solicits comments from non-metropolitan areas on the effectiveness of the consultation process on transportation projects, in accordance with federal law. This brochure was last updated in 2016.

The MTP is MDOT's guide for providing state transportation services and infrastructure over the next 20 years. The STIP is Maryland's federally-required program of transportation projects based on the MTP. The STIP contains all projects in the six-year Consolidated Transportation Program (CTP) that will be implemented using federal funding. The final STIP goes through several series of public comment phases before its submission to the United States Department of Transportation for approval.

Comments on the brochure or the planning/programming process are due by November 22, 2021 to mdotplanning@mdot.State.md.us or by calling 888-713-1414.

###



**Timothy S. Ailsworth, Executive Director, Local Government Insurance
Trust (LGIT)
10/19/2021
County Commissioners Meeting**

Item Summary:

Certificate of Membership

ATTACHMENTS:

Description

10.19.21 Timothy S. Ailsworth, Executive Director, Local Government Insurance Trust (LGIT), Letter of Thanks, Kent County's Certificate of Membership



October 6, 2021

Office of the Board of County Commissioners President
Kent County
400 High St.
Chestertown, MD 21620

Dear Honorable Board of County Commissioners President:

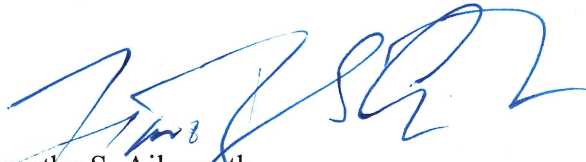
I am pleased to enclose the Kent County's Certificate of Membership in the Local Government Insurance Trust (LGIT) for the fiscal year beginning July 1, 2021. LGIT's Board of Trustees and Staff truly appreciate and greatly value the Kent County's continued participation in LGIT. The loyalty of our members is critically important to our efforts and, this year, such loyalty resulted in 100% of our members renewing their participation the Liability, Excess Liability, and Property pools.

LGIT will be returning approximately \$3,750,000.00 to its members in the form of premium credits or free coverage in FY22.

We at LGIT, try every day to do our best to live up to our mission statement, which is to "provide coverage and risk management services at stable and competitive rates through an organization that is owned and managed by its local government members." In order to accomplish our mission, we will continue to provide the insurance and risk management tools which will assist you in making your community a better place to live and work.

Again, thank you for your participation in LGIT.

Sincerely yours,



Timothy S. Ailsworth
Executive Director

County Commissioners
Office

Date 10-12-21 *LJC*

Local Government Insurance Trust



CERTIFICATE OF MEMBERSHIP

PRESENTED TO

Kent County

2021 — 2022

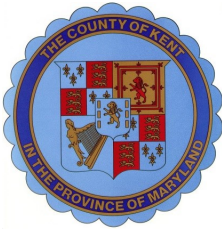
By the LGIT Board of Trustees

Timothy S. Ailsworth, Executive Director
August 1, 2021



FOUNDING ORGANIZATIONS





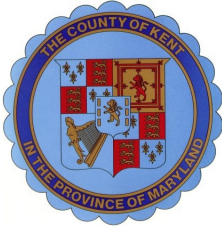
Contingency and Use of Fund Balance Report 10/19/2021 County Commissioners Meeting

ATTACHMENTS:

Description

10-5-2021 Commissioner Report Contingency

CONTINGENCY					
DATE APPROVED	DEPARTMENT	AMOUNT APPROVED		DESCRIPTION	
8/24/21	Kent County Health Department (KCHD)	\$ 227,000		Hiring of (2) nurses and (2) nursing assistants for facilitate vaccination and testing clinic	
9/7/21	Circuit Court	7,131		Replace carpet in Kent County Circuit Court project #BM 22-01	
9/28/21	Building and Grounds	32,785		Exterior painting of the Kent County Courthouse and Kent County Government Center RFP No BM-22-02	
10/5/21	Planning & Zoning	1,039		Permit fee waiver-Kent Attainable Housing, Inc. 24909 Lambs Meadow Road	
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TOTAL		<u>\$ 267,955</u>			
BEGINNING CONTINGENCY BUDGET		\$ 400.000			
ENDING CONTINGENCY BALANCE		<u>\$ 132,045</u>			
USE OF FUND BALANCE					
DATE APPROVED	DEPARTMENT	AMOUNT APPROVED		DESCRIPTION	
6/22/2021	Sheriff's Office	\$ 54,776		Body Cameras five year agreement	
6/22/2021	University of Maryland Extension Office	\$ 15,156		Increase FY22 Allocation-PTK positions salary increase	
		0 \$ -			0
TOTAL		<u>\$ 69,932</u>			
USE OF FUND BALANCE					
Note: If expenses are not reduced or offset by the same amount of fund balance used, this will result in a decrease in fund balance below our 7.5% target.					



**Marty Hale, Director, Human Resources and Mike Moulds, Director,
Public Works
10/19/2021
County Commissioners Meeting**

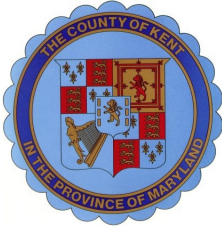
Item Summary:

County Engineer Vacancy

STATUTORY AUTHORITY TO CLOSE SESSION, 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

ATTACHMENTS:

Description



Marty Hale, Director, Human Resources
10/19/2021
County Commissioners Meeting

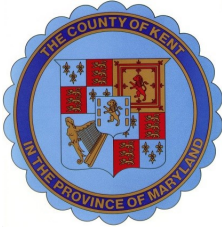
Item Summary:

Human Resources Specialist Vacancy

STATUTORY AUTHORITY TO CLOSE SESSION, 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

ATTACHMENTS:

Description



John F. Price, Sheriff, Kent County Sheriff's Office
10/19/2021
County Commissioners Meeting

Item Summary:

Recruitment and Retention

STATUTORY AUTHORITY TO CLOSE SESSION, 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

ATTACHMENTS:

Description