

October 11, 2022

A meeting of the County Commissioners of Kent County was called to order at 10:01 a.m. with the following present: P. Thomas Mason, President, Ronald H. Fithian, and Robert N. Jacob, Jr. The meeting convened with the Pledge of Allegiance. Commissioner Mason asked the audience to remain standing for a moment of silence for Ukraine and Russia; and pray that there will be a diplomatic resolution.

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

CONSENT ITEMS

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

1. Regular Session Minutes, October 4, 2022
2. Liquor Minutes, October 4, 2022
3. Closed Session Minutes, October 4, 2022
4. Bill Mackey, Director of Planning, Housing and Zoning
Maryland Community Development Block Grant COVID Round 1 Quarterly
Progress Report, Grant No. CV-1-7

COUNTY ATTORNEY

At a previous meeting, the Commissioners approved the sale of the former Millington Elementary School, 172 Sassafras Street, Millington, MD, to the Town of Millington for \$1.00. Mr. Yeager presented a draft deed for the transfer of the 172 Sassafras Street, Millington, MD, and a draft of the Real Property Transfer Agreement. Mr. Yeager gave an overview of the transfer process. The Commissioners will execute the documents for the transfer on November 1, 2022. The Town of Millington requires the property transfer from the County to annex the property in town limits and allow for future development. This process takes several months to complete. Commissioners have signed the consent to annex the property to the Town of Millington. Once the property is transferred and owned by the town, the Town will be the consenting party. The school currently has five (5) Equivalent Dwelling Units (EDU's) assigned to it. Mr. Yeager asked if all five (5) EDU's will be transferred with the property. Further discussion ensued regarding the number of EDU's the County owns and the terms of agreements. After much discussion, Mike Moulds, Public Works, Director recommended, in accordance with Mr. Yeager's recommendation, to transfer the property with one EDU because the annexation will not be done prior to the transfer of the property. The remaining EDU's are listed within the sewer agreement and will be discussed after the feasibility study is complete. This will determine the number of EDU's available, at which time the sewer agreement will be amended. On a motion by Commissioner Jacob and seconded by Commissioner Fithian, the Commissioners unanimously approved to transfer of the property known as 172 Sassafras Street, Millington, with one EDU.

ECONOMIC AND TOURISM DEVELOPMENT

Jana Carter, Tourism Manager, Economic and Tourism Development presented the FY2023 Destination Marketing Organization Grant Agreement for approval. The Maryland Tourism Development Board (MTDB) is committed to supporting tourism marketing and development efforts conducted by local jurisdictions, which in turn, provides a return on investment to Kent County and the State of Maryland. Based on Kent County's performance, the MTDB awarded Kent County a grant for \$232,896.00. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the FY2023 Destination Marketing Organization Grant Agreement.

KENT FAMILY CENTER

Lisa Mazingo, Director, Kent Family Center (KFC), presented the Striving for Wellness Together, Memorandum of Agreement (MOA), July 1, 2022 - June 30, 2023. KFC and Striving for Wellness Together agree to provisions of behavioral health services at KFC. Striving for Wellness Together, LLC. provides on-site mental health services at the Center, including workshops, consultations, and assistance with staff and program development for families. The program is primarily funded by Maryland Family Network (MFN). On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the updated annual MOA between Kent Family Center and Striving for Wellness Together, LLC for the provision of mental health services at the Family Center. The Kent Family Center and Striving for Wellness Together Memorandum of Agreement, July 1, 2022 - June 30, 2023, was approved for signature.

Ms. Mazingo presented the MFN Annual Contract renewal. KFC provides supportive services to families in Kent County who are pregnant or have children under the age of five. The services provided include parent education, resource lining, early childhood education, mental health support, health education, and family goal setting. The contract between the County Commissioners of Kent County and MFN is updated annually. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the contract between the County Commissioners of Kent County and MFN for the continued operation of the KFC. The MFN Annual Contract renewal was approved for signature.

HUMAN RESOURCES

Marty Hale, Director, Human Resources, on behalf of Herbert Dennis, Warden, Kent County Detention Center, presented a personnel request. The request is for a promotion to fill the Correctional Officer-Corporal vacancy at the recommended (Grade 6) annual salary. Mr. Hale summarized the recommended promotion suggested by the staff. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the recommended candidate to promote from Correctional Officer I to Correctional Officer Corporal as requested.

COUNTY ADMINISTRATOR

Shelley Heller, County Administrator, on behalf of Jen Cole, Executive Assistant, Department of Social Services (DSS) presented updates to the Social Services Advisory Board. DSS recommended a Kent County Public School (KCPS) representative for approval to serve on the Social Services Advisory Board. Also, a letter of resignation was received from another board member effective September 2022. Two thank-you letters will be mailed accordingly. On a motion by Commissioner Jacob and seconded by Commissioner Fithian, the Commissioners unanimously approved the recommended appointment to the Social Services Advisory Board, as the KCPS representative. Vienna Walker fills an unexpired term, ending on October 31, 2023.

LETTERS FOR SIGNATURE

Three (3) citizen interest forms were received and forwarded to the appropriate Board and/or Committee. The Commissioners expressed their appreciation by a letter acknowledging the receipt of each interest form.

PUBLIC COMMENT

The procedures for public comment were in effect. Chip MacLeod, Attorney, representing the Town of Millington, Mr. Russ Richardson, and cooperating neighbors, in support of the Millington Growth Area - Planning Workshop. A flyer was distributed promoting their Community Open House to be held at the Millington Volunteer Fire Company, on October 25-27, 2022. Mr. MacLeod also promoted the Maryland Beach Tennis Open at Betterton Beach, scheduled for Saturday, October 15, 2022. Discussion took place.

FOR YOUR INFORMATION

The Commissioners received a correspondence dated September 30, 2022, from Andy Fish, Senior Director, Office of Finance Programs, notifying each jurisdiction of their share of the Private Activity Bond allocation pursuant to Section 13-805 of the Financial Institutions Article of the Annotated Code of Maryland.

AMERICAN RESCUE PLAN ACT FUNDS (ARPA)

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

CONTINGENCY FUND

The FY2023 Contingency balance as of October 4, 2022, is \$316,484.00, and the FY2023 Use of Fund Balance total is \$16,794.00.

Regular Session Minutes

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At 11:34 a.m. a motion was made by Commissioner Jacob, seconded by Commissioner Fithian, and the Board unanimously agreed to adjourn the meeting. The Board is scheduled to meet again on Tuesday, October 18, 2022, at 6:00 p.m.

Respectfully submitted,

Lacey T. Cox
Deputy Clerk II

Approved:

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

October 11, 2022

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

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

CONSENT ITEM

On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved Consent Item #2 - Liquor Minutes, October 4, 2022.

THE BOARD OF LICENSE COMMISSIONERS
OF KENT COUNTY, MARYLAND

Lacey T. Cox
Deputy Clerk II

Approved:

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