

September 20, 2022

A meeting of the County Commissioners of Kent County was called to order at 6:00 p.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 England and the passing of Queen Elizabeth, they have a new King, and we hope the transition will be seamless for them; and also, for our Planning, Housing, and Zoning Director, Bill Mackey, whose Father-in-Law recently passed away.

Shelley L. Heller, County Administrator, was 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, September 6, 2022
2. Liquor Minutes, September 6, 2022
3. Closed Session Minutes, September 6, 2022

MARYLAND DEPARTMENT OF TRANSPORTATION, CONSOLIDATED TRANSPORTATION PROGRAM TOUR

Commissioner Mason welcomed Sean Powell, Deputy Secretary of Operations and Homeland Security, along with, Dan Janousek, Regional Planner, Pilar Helm, Director, Office of Government Affairs, Transportation Secretary's Office, Maryland Department of Transportation (MDOT); Ashish Solanki, Director, Office of Regional Aviation, Baltimore/Washington International Thurgood Marshall Airport and Maryland Aviation Administration (MAA); Chrissy Nizer, Administrator, Maryland Vehicle Administration (MVA); Travis Johnston, Director, Office of Local Transit Support (OLTS), Maryland Transit Authority (MTA); Tim Smith, Administrator and Ken Fender, District 1 Engineer, State Highway Administration (SHA); and Melissa Williams, Director of Planning and Program Development, Maryland Department of Transportation Authority (MDTA), for the annual Consolidated Transportation Program (CTP) tour. Deputy Secretary Powell gave a brief overview and discussed the Draft FY2023-2028 Maryland CTP: 2023 State Report on Transportation which details MDOT's six-year capital budget. State Highway Administration (SHA); Planning and Program Development, Maryland Department of Transportation Authority (MDTA); Office of Local Transit Support (OLTS), Maryland Transit Authority (MTA); Maryland Vehicle Administration (MVA); Office of Regional Aviation, Baltimore/Washington International Thurgood Marshall Airport and Maryland Aviation Administration (MAA); along with Steven J. Arentz, and Jay A. Jacobs, District 36, Maryland State Delegates. The following people signed in for public comment to discuss past and present projects of the annual Consolidated Transportation Program (CTP) tour: Michael McDowell; Tim O'Brien, Chestertown Town Council; Jim Bogden; Dr. David Bowering; Dwight Zilinskas; Jim Gatto; Emily Moseman; and David Foster, Chestertown Mayor. Discussion took place. The Commissioners thanked MDOT and SHA for their efforts with former and current projects throughout the County.

GRANTS MANAGER

Penny Young-Carrasquillo, Grants Manager, presented documents for signature regarding the grant award and acceptance for the Police Accountability, Community and Transparency Grant Program. The Grant was awarded to provide financial assistance in accordance with the Police Accountability Fund. Following the Kent County Board of Commissioners Resolution 2022-11, the Kent County Law Enforcement Accountability Initiative aims to promote accountability, transparency, and improved community relations between the public and local law enforcement through the creation of a Police Accountability Board (PAB), an Administrative Charging Committee, and Trial Boards. This initiative enables the County to conduct outreach and recruitment, develop the boards, establish the committee, manage processes and meetings, determine the role of a victim's rights advocate in local law enforcement agencies, and evaluate the need for future staffing and/or programming. The total amount for the project is \$62,375.00; \$37,375.00 of that was awarded in grant funds (PACT-2023-0042) and a match of County funds in the amount of \$25,000.00. There was \$51,570.00 allocated with the FY2023 budget for the state mandate of the law enforcement accountability initiative. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved and accepted the Police Accountability, Community, and Transparency Grant. The County will have a total amount of \$62,375.00 to utilize for the Police Accountability Board, Community Transparency initiative, of which \$37,375.00 will be allocated from Grant Number PACT-2023-0042 and \$25,000.00 of matching funds from the County.

Ms. Young-Carrasquillo presented documents for signature regarding the grant award and acceptance of the Kent County Sheriff's Office Equipment Initiative for the Police Accountability, Community, and Transparency (PACT) Grant Program. This initiative will further enhance transparency and accountability by providing accounts of interactions between law enforcement and the public through body-worn camera service upgrades, footage storage, and the purchase of two vehicle cameras. There was a total amount of \$34,358.00 in grant funds awarded for this project and the County is not required to allocate any matching funds. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved and accepted Grant Award Number PACT-2023-0028. The Commissioners accepted and approved the State Police Accountability, Community and Transparency grant award (PACT-2023-0028) of \$34,358.00 for the purchase of body-worn camera service upgrades, footage storage, and two vehicle cameras.

HUMAN RESOURCES

Marty Hale, Director, Human Resources, and Herbert Dennis, Warden, Kent County Detention Center presented requests associated with the Program Manager vacancy for the Opioid Use Disorder (OUD) Treatment Initiative. Discussion took place. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the employer-side benefit costs of \$16,794.00 out of fund balance for the Detention Center OUD Program Manager. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the hiring of the recommended

applicant. Staff will move forward with the hiring process.

Marty Hale, Director, Human Resources, on behalf of Mike Moulds, Director, Public Works, presented requests to hire four (4) recommended applicants for Motor Equipment Operator (MEO) I vacancies in the Roads Division, at the recommended Grade 2 base salary. Mr. Hale summarized the hiring recommendation suggested by staff for the candidates. Discussion took place. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the hiring of the recommended applicants for the vacant MEO I positions in the Roads Division, as requested, pending successful completion of County pre-employment requirements.

Marty Hale, Director, Human Resources, on behalf of Mike Moulds, Director, Public Works, presented a request to hire the recommended applicant for the Utility Technician position in the Water and Wastewater Division at the recommended Grade 3 base salary. On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the hiring of the recommended applicant for the Utility Technician in the Water and Wastewater Division, as requested, pending successful completion of County pre-employment requirements.

PUBLIC COMMENT

The procedures for public comment were in effect.

Commissioner Mason asked Mr. Mackey for an update regarding the house fire on Daisy Drive in Millington. Mr. Mackey gave an update as requested. Discussion took place. Melissa McIntire, Kent County News, asked a follow-up question regarding the Police Accountability Board grant funding. Ms. McIntire's question was answered accordingly. Commissioner Fithian asked Thomas Hertz, Jr., Councilman, Town of Chestertown, if he was aware of the Commissioners' support and commitment to the Chestertown Business Campus (CBC) project. Councilman Hertz answered accordingly. Discussion took place.

FOR YOUR INFORMATION

A letter of support was sent from Jamie Williams, Director, Economic and Tourism Development, to Lori Ratzburg, Senior Director, Regional Growth & Retention, Maryland Department of Commerce. Ms. Williams' letter is in support of the Upper Shore Workforce Investment Board's application to the Rural Maryland Economic Development Fund. The Upper Shore Workforce Investment Board's proposal would assist businesses in training and retaining the workforce needed to grow and thrive throughout the County.

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 September 6, 2022, is \$303,563.00, and FY2023 has had no use of Fund Balance to date.

At 8:05 p.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, September 27, 2022, at 10:00 a.m.

Respectfully submitted,

Sondra M. Blackiston
Clerk/KATE Manager

Approved:

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

September 20, 2022

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

Shelley L. Heller, County Administrator, was also present.

CONSENT ITEM

On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved Consent Item #2 - Liquor Minutes, September 6, 2022.

SPECIAL CLASS C LICENSE

The Kent County Bar Association submitted a Special Class C (Per Diem) liquor license application for Beer and Wine. They will be holding a Crab Feast on October 5, 2022 from 4:00 p.m. to 12:00 a.m. at Turners Creek in Kennedyville. There being no objections, on a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the application as presented.

KENT ALCOHOL AND TOBACCO ENFORCEMENT (KATE)

Sondra M. Blackiston, Clerk/Kate Manager provided a report on a Special Class C (Per Diem) liquor license that was issued on September 9, 2022. Liquor license number 4850 was issued to the Community Volunteer Fire Company of Millington for a wedding reception on September 10, 2022, from 3:00 p.m. to 9:00 p.m. at 185 Sassafras Street, Millington. There was not enough time to have the application placed on the agenda for the next scheduled meeting, approval was given verbally by each Commissioner.

Commissioner Jacob asked if the volunteer fire departments (VFD) were utilizing the twelve (12) month or twenty-four (24) month (multiple events) Special Class C (Per Diem) liquor license applications. Ms. Blackiston stated that not all the fire departments utilize the multiple events applications, the convenience of using them was not helpful during COVID-19. Ms. Blackiston informed the Commissioners that a letter will be sent to each VFD reiterating the fact that they can apply for a multiple events Special Class C (Per Diem) liquor license, and it will also provide the necessary steps they need to take to apply. The letter will also state that those who have already applied for a multiple events Special Class C (Per Diem) liquor license can reapply for one at the beginning of the calendar year.

There being no further business to claim their attention, the Board adjourned and agreed to meet again on Tuesday, September 27, 2022, at 10:00 a.m.

Liquor Minutes
September 20, 2022
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THE BOARD OF LICENSE COMMISSIONERS
OF KENT COUNTY, MARYLAND

Sondra M. Blackiston
Clerk, KATE Manager

Approved:

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