

September 10, 2024

A meeting of the County Commissioners of Kent County was called to order at 10:00 a.m., with the following present: Ronald H. Fithian, President; Albert H. Nickerson; and John F. Price. The meeting convened with the Pledge of Allegiance. Commissioner Fithian asked everyone to remain silent for everyone affected by the recent school shooting in Georgia and the incident in Harford County, Maryland.

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

CONSENT ITEMS

On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved all seven items as presented:

1. Regular Session Minutes, August 27, 2024
2. Liquor Minutes, August 27, 2024
3. Closed Session Minutes, August 27, 2024
4. Roland Sheppard, Acting Director of Operations, Kent County Detention Center
Request to accept Grant Award Number: PIGF-2025-0009; Project Title: Kent County Detention Center and University of Maryland Opioid Use Disorder Telemedicine Treatment Initiative Medication Assistance Treatment Program; Amount \$226,396.00; Award Period July 1, 2024-June 30, 2025 (FY2025)
5. Pete Landon, Director of the Office of Emergency Services
Request to accept Grant Award Number PACT-2025-0028; Project Title: Kent County Law Enforcement Accountability Initiative; Amount: \$103,821.00; Award Period July 1, 2024-June 30, 2025 (FY2025)
6. Jill Coleman, Director of Parks and Recreation – Request approval to apply for the Smoking/Vaping Community Outreach Mini-Grant for \$5,000.00.
7. Ms. Coleman requests that \$1,700.00 be used from underutilized capital funds for weed control spraying at Turner's Creek.

RECOGNITION

Department of Human Resources – Kent County Department of Social Services (KCDSS): Margaret Lively retires on October 1, 2024, after faithful service as a Family Caseworker in the Human Services Department for twenty-six (26) years. Thomas N. Yeager, County Attorney, and Shelly Neal-Edwards, Director of KCDSS, stated their gratitude for Ms. Lively's generosity and dedication, assisting County residents for many years. Ms. Lively thanked everyone for their kind words. Mr. Yeager read the certificate of appreciation into the record and presented it to Ms. Lively. The following KCDSS staff members were also in attendance: Nikki Strong, Kathryn McAllister, Christina Russell, Mattie Meehan, Taylor Nickerson, Amanda Plummer, Lakala Whaley, Alison Farmer, Sandy Richardson, Susan Caulk, Rachel West, Margaret Allen, Lindsay White, Tracye Landon and Patty Dahle.

PROCLAMATIONS

Kent Goes Purple, September 2024: Dennis Hickman, Sheriff of the Kent County Sheriff's Office (KCSO), and Andrew Meehan, Chestertown Rotary Club member, overviewed the "Kent Goes Purple" cause. Kent Goes Purple is a substance abuse awareness and prevention initiative of the Kent County Sheriff's Office (KCSO) and Chestertown Rotary Club that engages the community and youth to stand up against substance abuse during September. Events are planned throughout the month. Details can be found on the Kent Goes Purple Facebook page and website. Mr. Meehan added his gratitude towards Annette Duckery, Office of Prevention Coordinator in the Kent County Health Department, for all her hard work and dedication to the team. Commissioner Price read the proclamation into the record and presented the proclamation to Sheriff Hickman and Mr. Meehan.

Kent County Preparedness Month "Start a Conversation" September 2024: Mr. Landon provided an overview of the "Start a Conversation" campaign for Kent County Preparedness Month. Mr. Landon further explained that this is only one of the projects on which Brian Pearsall, Emergency Planner, OES, works. Anyone interested in emergency services is invited to contact OES to get a plan started. This month is recognized as National Preparedness Month. The main message is that emergencies can happen without warning, and everyone, including residents, visitors, and businesses, is encouraged to plan and prepare for all types of hazards. The focus is on taking action to plan and prepare before a disaster occurs. The motto for this year is "Start a Conversation," emphasizing the importance of taking proactive steps to plan and prepare for potential emergencies in our local communities, workplaces, and places members of the community visit. Commissioner Fithian read the proclamation into the record and Mr. Landon accepted on behalf of OES. Commissioner Fithian also asked staff to form a team to perform security assessments throughout Kent County Schools.

Patriotism Week, September 9-15, 2024: Karen Stevens, Committee Chairperson, and Laurie Usilton, of Americanism of Chestertown Elks Lodge #2474, gave an overview of the National Patriotism Week campaign. A ceremony is planned for Sunday, September 15, 2024 at noon. Diane Wadkovsky, Loyal Knight, Joe Boyle, Libby Knapp, Steve Schofield, and Kermit Burrell were also in attendance. Commissioner Nickerson read the proclamation into the record and presented it to Ms. Stevens and those in attendance.

KENT COUNTY SHERIFF'S OFFICE

Sheriff Hickman stated that KCSO has again applied for grant funding through the Governor's Office of Crime Prevention and Policy. Grant Award Number PACT-2025-0029 for the KCSO equipment program (patrol car cameras) was presented for the Board's approval. The request was paired with procurement approval. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved accepting the \$35,000.00 in grant funds under the Governor's Office of Crime Prevention and Policy to offset the cost of four in-car cameras for KCSO vehicle, and to award the contract to Axon, the current camera vendor.

UPPER SHORE AGING, INC.

Herb Cain, Executive Director of Upper Shore Aging (USA), and Kay Brodie, President of USA Board of Directors, gave an overview of the Meals on Wheels program. There is an anticipated budget shortfall. Mr. Cain explained a request for additional funding due to an unexpected cost increase of \$41,016.00 with a food contract. Mr. Cain provided information and further details to support the request. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved to allocate \$50,000.00 from Contingency Funds to Upper Shore Aging for the Meals on Wheels program.

OFFICE OF EMERGENCY SERVICES

Mr. Landon requested approval for Kent County to join the third agreement of the national opioid settlement. By way of background, the Commissioners first approved joining the first agreement of the national opioid settlement on December 21, 2021. On April 4, 2023, the second agreement of the national opioid settlement was joined, allowing Kent County to continue receiving allotments. On August 23, 2024, a letter from the State of Maryland Office of the Attorney General was received inviting Kent County to join the third national opioid settlement agreement involving Kroger, which operates Harris Teeter pharmacies in Maryland. Kent County is estimated to receive \$14,028.74 in direct funds and \$25,251.74 in abatement grant funds for \$39,280.49. The OES will liaise with the Local Drug and Alcohol Council to recommend how this funding should be utilized in Kent County. Mr. Yeager stated that the County would receive the same percentage agreed upon at settlement. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the State-Subdivision Agreement with Participating Local Governments, the Settlement Participation Forms with Kroger for Harris Teeter pharmacies, and delegated signature authority to the County Administrator.

PARKS AND RECREATION

Jill Coleman, Director of Parks and Recreation, requested approval for staff to apply for the Program Open Space (POS) Grants and approval of the 10% County match. During the August 19, 2024, Parks and Recreation Advisory Board meeting, most members voted to apply for the POS local grant for a new playground at Edesville Park. This project will consist of removing and disposing of existing play structures and expanding the playground, benches, new playground equipment, border, and filter fabric. This project requires a 10% match of \$10,300.00 from the County for FY2026. Land Preservation, Parks, and Recreation Plan (LPPRP) Planning Grant for professional assistance in planning and executing the development of the LPPRP, which is necessary for Kent County to ensure the plan meets the established Department of Natural Resources Program. An experienced Land, preservation, Parks, and Recreation planning consultant will facilitate the process, providing guidance and oversight in developing the Plan and ongoing updates to land inventory, mapping, surveys, and public input. Parks and Recreation also wish to apply for this grant of \$25,000.00 without cost to the County. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the

Commissioners unanimously approved applying to the Maryland Department of Natural Resources for the Playground equipment at Edesville Park and Planning Assistance Grant.

Commissioner Price asked staff to be available to discuss the Open Space use options with the District 36 Delegation, Jay Jacobs, Steven Arentz, and Jeff Ghrist, during the CTP Tour meeting scheduled for October 8, 2024, at 6:00 p.m.

PUBLIC WORKS

Sheriff's Department Vehicles – Aftermarket Outfitting: Dan Mattson, Director, and Carrie Klein, Deputy Director of Public Works, requested approval for aftermarket outfitting for recently ordered Sheriff's Department vehicles. Quotes were available for review. The purchase of four (4) vehicles for the Sheriff's Department was approved at the May 24, 2024, meeting. When the Sheriff's Department vehicle approval was made, the vendor had not finalized the aftermarket equipment quote, so aftermarket was excluded from the previous approval. Since then, the quote for aftermarket has been finalized, and approval has been requested. Aftermarket outfitting is proposed to be performed by Bams Hook and Hose Fire Equipment LLC for \$26,946.94 per vehicle (\$107,787.76 total). A down payment of 50% (\$13,473.47 per vehicle, \$53,893.88 total) is required at the time of vehicle delivery (FY2025), and the balance will be incorporated into monthly vehicle payments. This item was delayed, allowing additional vendors to provide a quote for equivalent outfitting. Several vendors were contacted. Purchasing justification was submitted. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the aftermarket outfitting of (four) 4 recently ordered Sheriff's Department vehicles per quote #1791 from Bam's Hook and Hose Fire Equipment LLC in a total amount of \$107,787.76.

Nicholson Landfill: Mr. Mattson and Ms. Klein requested approval of a contract with Harwood Grinding Service, LLC for Wood Processing at Nicholson Drop-off Center. The County accepts wood waste as brush and tree limbs at the Nicholson drop-off center. Material is stored in piles, annually processed into wood chips, and made available for landscape cover to the public. In the past, MES performed wood processing. However, this service was discontinued in July 2023. Since that change, the County has been responsible for the total cost of wood processing. Three (3) contractors were contacted to provide quotes for this service on a unit-price basis. The low bid was received from Harwood Grinding Service, LLC, at a cost of \$5.31 per cubic yard. The total quantity at the time of grinding is anticipated to be between 6,400 Cubic Yards (CY) and 7,000 CY, and therefore, the contract has been prepared for a maximum quantity of 7,000 CY or \$37,000.00. A combination of no unit cost increase and less overall quantity than expected resulted in a total project cost less than budgeted. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the contract with Harwood Grinding Service LLC for Wood Processing at Nicholson Drop-Off Center at a unit price of \$5.31 per cubic yard in an amount not to exceed \$37,000.00.

Building Maintenance: Mr. Mattson and Ms. Klein discussed various heating, ventilation, and air conditioning (HVAC) replacement proposals and consideration of additional projects for

immediate authorization and/or future budgeting. This agenda item aims to provide the Commissioners a full understanding of current and anticipated HVAC issues at various County Buildings and allow for consideration/approval of proposals received by Johnson Controls. A summary and a copy of the proposals were presented during the meeting. Discussion took place. On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the allocation of \$69,169.00 from the Fund Balance to cover the HVAC and boiler issues and a control board at 400 High Street, Courthouse, and the Public Works Building. After some discussion, the motion was amended by Commissioner Price and seconded by Commissioner Nickerson; the Commissioners amended the amount from \$69,169.00 to \$78,194.00 to cover five (5) HVAC Units in the Courthouse, three (3) HVAC units at 400 High Street, one (1) Boiler at 400 High Street, and a new Control Board at Public Works.

Public Works Update: Mr. Mattson updated various projects that are in progress.

- Village of Kennedyville Pump Station # 2: The Design stage is 90% completed. Awaiting the Construction Permit from the Maryland Department of the Environment (MDE). The construction cost is estimated at just under \$890,000.00, with a portion paid from the American Rescue Plan Act (ARPA) Funds and the remaining costs paid from the FY2025 budget.
- The Worton Sludge Press Replacement: – The design is completed, and the Request for Proposal (RFP) will be advertised shortly. The deadline is October 17th, with acceptance and award no later than October 31st. Installation will be separate. A portion of the invoice will be paid from the ARPA Funds, and the remaining balance due will be paid from the FY2025 Budget.
- Fairlee Water Plant Upgrades: – Design is ongoing. Staff is using the same contractor as the Worton Sludge Press design. Press design was the priority; the design should be more forward now.
- VT Scada Upgrades: – Staff is working with the contractor to prioritize the remaining fiber-connected pump stations and obtain pricing within the budget of \$36,675.00. Worton Water and Wastewater Treatment Plant (WWTP) Scada upgrade is in progress.
- Pump Station Replacement Program: – Staff are developing a priority list of pumps due for replacement. Evaluations include age, reductions in pumping capacity, repair history, redundancy, and availability of replacement parts. This may also include the treatment plant pump stations. There is \$53,000.00 allocated in the FY2025 budget.
- WWTP Upgrades and Repairs: –
 - Tolchester WWTP Control Valve Replacement – There are four (4) control valves per each of the three treatment trains. Staff will rebuild the valves for \$1,786.00 per valve. The cost of each actuator and installation is about \$7,000.00 per valve.

- Tolchester WWTP – Staff is working with the unit manufacturer to update the system. There is difficulty in getting replacement parts. Temporary ballasts will be installed to keep the unit operating. The manufacturer has quoted \$ 72,000.00 to renovate the system. Besides the contractor's electrical work, options of having staff do the installation is being explored.
- Worton Wastewater Treatment Plant Control Wiring Replacement – Working with an electrical contractor to develop a proposal for bidding to determine what work can be done by staff and contractor. There was \$50,000.00 allocated to the budget.
- Water Tank Inspections and Improvements – With the departure of ospreys, the contractor has completed the remaining internal inspection of the Edesville tower. Recommendations for corrosion protection, maintenance, and safety improvements suggest an annual budget of \$400,000.00.
- Georgetown Tower Control Valve Replacement – Staff budgeted \$4,000.00. Staff is attempting to get additional quotes to stay on budget.
- Well Development – Staff is working with McCrone and Earth Data on a proposal for permitting and contract documents for replacing Well #2. Renovation of Well #3 will be deferred to FY2026 after well #4 is online.
- Worton WTP Media Replacement – Estimated at \$60,000.00. Work can be deferred to FY2026.
- Operator Apprenticeship Program – Staff will get sign-up documents submitted to Maryland Rural Water with a proposed start date of October 1st.
- Wesley Chapel Wet Well Lining – Work is scheduled for this month. The contract will cost \$36,700.00 and includes bypass pumping to take the station offline.
- Sewer Camera Purchase – The jetter equipment and sewer camera have been delivered and are in use. Cost was \$14,200.00.
- Millington Master Water Meter Replacement – Staff is coordinating with vendors to replace one of the two metering valves. The manufacturer's selection would include the ability to obtain data remotely to indicate high use (leaks) and improve the ability to recalibrate and temporarily remove the valve for servicing with minimal disruption of service.
- Millington WWTP Design – KCI Technologies has revised the site plan with a minor adjustment for the WWTP to the developer. The intent is to finalize the location by the end of the month so that an appraisal, a purchase price, and a development agreement can be established. The staff has responded to Upper Shore Regional Council (USRC) with an updated schedule for the completion of the design. The revised schedule is to be ready to obtain bids in June 2025.

Contracts have been awarded, and the work began for the following:

- Determination of Water and Sewer Allocation fees – NewGen \$44,270.00.

- Construction standards for water and sewer construction – McCrone \$92,090.00.
- Millington Waster Feasibility Study – KCI Technologies \$40,500.00. Delivery of this work is planned for the end of the year, with an additional two (2) months for review and public discussion. A draft letter is under review to access the recapture of sewer allocations from vacant lots in the Millington Service area. Staff is working with Kevin Shearon of DMS & Associates on the amendment to the County Comprehensive Water and Sewer Plan to add the warehouse site to the service area and formalize a water and sewer allocation of thirty-four (34) EDUs. The staff is waiting for MDE to respond to the request for discharge permit conditions.
- Nicholson Groundwater Treatment Facility Construction – Evaluating the use of a filter system that minimizes the amount of backwash volume and has a smaller building footprint. Staff will propose pilot testing to determine the filter effectiveness and chemical requirements for iron removal. Staff is actively adjusting budgets with Finance to reflect actual expenditures instead of approved funding.
- Emergency Services Building – An RFP was awarded, and a design kickoff was held. Work is slated to take place from October to late spring.
- Bayside Landing – Bid package finalized, proposals within a week, Construction to start late fall and open early spring of 2025. Staff seeking additional funding from the Department of Natural Resources (DNR).
- Nicholson Permitting – Staff is currently sampling two (2) locations. The Permit Modification was received on September 10th. A public notice will be advertised in the Kent County Newspaper on September 12th and 19th.
- VAK – Staff met with multiple developers to discuss required improvements. Working with Economic Development and Planning, Housing, and Zoning Department.
- Rock Hall Dredge – Staff is working with the Army Corps of Engineering and Bramble's on a survey and permit, and work is slated to begin in fall 2025.
- Public Landing Enforcement, Turners Creek:
 - Parking Lot striped with parking lines.
 - Bulkhead required two parking spots.
 - Staff is working on the bench.

Commissioner Fithian advised staff that the Town of Millington will be celebrating the Millington Senior Housing groundbreaking the first week of October and asked if the County could assist with moving dirt and if staff and equipment would be available. Discussion took place. Assistance would be considered upon legal review of required waivers, contracts, etc.

Commissioner Fithian asked for the status of two (2) sewer allocations for property on Eastern Neck Road. Extensive discussion took place. Mr. Yeager advised the Board of the Comprehensive Water and Sewer Plan Amendment process and that approvals from the Planning Commission, MDE, and Maryland DNR are required.

COUNTY ADMINISTRATOR

On behalf of Carolyn Sorge, Chair of the Commission on Aging (COA), Shelley Heller, County Administrator, requested approval to appoint Catherine Boyer-Sterling to fill a member. On a motion made by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners unanimously approved appointing the recommended candidate to the Commission on Aging to fill an unexpired term that will expire on December 31, 2025.

LETTERS FOR SIGNATURE

Ms. Sorge shared information regarding Philip F. Cicconi's departure as a member of the Commission on Aging, effective immediately. The Commissioners signed a letter thanking Mr. Cicconi for his service to the COA.

Robert "Bob" McGinnis, Eric Colliflower, and Gary DiVito have expressed their willingness to serve on the Kent Property Tax Assessment Appeals Board (PTAAB). Each candidate was recommended for a state appointment in November of 2023. The state application process has changed, and additional documentation was requested. Letters to Governor Wes Moore, concerning the recommendations were prepared for signature.

PUBLIC COMMENT

The procedures for public comment were in effect. No Comments were offered.

FOR YOUR INFORMATION

The Maryland Department of Housing and Community Development letter informed the Commissioners of Community Development Block Grant (CDBG) Management Training offered twice in October. Contact Dona Source, Program Officer, at dona.sorce@maryland.gov for more information.

On August 21, 2024, staff received notification from Robert Peoples, Water Supply Program, MDE, that Duck Puddle Farming Enterprises, LLC was issued a Water Appropriation and Use Permit No. KE1999G014(04). The letter was available for review.

The Commissioners received correspondence dated August 22, 2024, from Stephanie Gosman, Chairman and Treasurer of Museums of Kent County, thanking the County for their funding and continued support.

AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

The Commissioners were provided with a copy of the ARPA Spend Plan outlining the approved expenditures to date for informational purposes.

CONTINGENCY FUND

The FY2025 Contingency balance as of August 27, 2024, is \$373,850.00. The FY2025 use of Fund Balance is \$23,153.00.

CLOSED SESSION

At 12:56 p.m., Commissioner Price made a motion, seconded by Commissioner Nickerson, and carried unanimously to go into a closed session. The meeting was closed under the Annotated Code of Maryland, General Provisions Article §3-305 (b) (7) to consult with counsel to obtain legal advice; (8) to consult with staff, consultants, or other individuals about pending or potential litigation.

Shelley L. Heller, County Administrator; Thomas N. Yeager, County Attorney; Dan Mattson, Director, Public Works; Sondra M. Blackiston, Clerk/KATE Manager; and Lacey T. Cox, Deputy Clerk II, were also in attendance. There was a brief recess; the Closed Session commenced at 1:02 p.m.

MATTER NO. 1: LEGAL ADVICE AND PENDING OR POTENTIAL LITIGATION

Topics to be discussed: The legal opinion of the County Attorney concerning potential litigation matters.

Reasons for closing: Legal advice from the County Attorney is private to the public and is meant to shield specific details of potential/ongoing litigation.

Thomas N. Yeager, County Attorney, provided a history of a private citizen who purchased property (via tax sale) and claims it borders the County-owned property. The citizen has contacted the Public Works Department seeking a claim. Dan Mattson, Director of Public Works, provided a copy of a survey performed in August. Mr. Yeager advised the Commissioners of the options available to consider.

At 1:21 p.m., a motion made by Commissioner Price, seconded by Commissioner Nickerson, the Commissioners unanimously adjourned the closed session and reconvened in an open session.

OPEN SESSION

Commissioner Price provided a summary of the closed session of Matter No. 1. A discussion involved potential litigation, and no action was taken. The complainant will be notified that the County will not take any action regarding their request.

At 1:22 p.m., on a motion made by Commissioner Nickerson and seconded by Commissioner Price, the Commissioners unanimously approved adjourning the meeting. The Board is scheduled to meet again on Tuesday, September 17, 2024, at 6:00 p.m.

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September 10, 2024
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Respectfully submitted,

Sondra M. Blackiston
Clerk

Approved:

Ronald H. Fithian, President
The County Commissioners
of Kent County, Maryland

September 10, 2024

PUBLIC HEARING

County Commissioners Ronald H. Fithian, Albert Nickerson, and John F. Price were in attendance, as well as Shelley L. Heller, County Administrator, Thomas N. Yeager, County Attorney, and Rob Tracey, Associate Planner, Planning, Housing, and Zoning.

Thomas N. Yeager, County Attorney, read the notice into the record. The rules for a public hearing were in effect.

CODE HOME RULE BILL NO. 7-2024 SELF-STORAGE CENTERS IN THE INDUSTRIAL DISTRICT

The public hearing commenced at 10:04 a.m. in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, MD. A public hearing to discuss Code Home Rule Bill No. 7-2024, Self-Storage Centers In The Industrial District, AN ACT to amend Chapter 222, Zoning, of the Code of Public Local Laws of Kent County, Maryland, also known as the Kent County Land Use Ordinance, to add self-storage centers as a permitted use in the Industrial district by (a) amending Article V, District Regulations, Section 15. Industrial District, §15.2 Permitted Principal Uses and Structures, by adding a new #20, as follows: "Self-storage centers provided the front façade of the center and any other façade visible from adjoining public roads reflect the scale, materials, and design features common to residential or historic structures in the County. Self-storage centers are subject to site plan review;" (b) by amending Article V, District Regulations, Section 11. Commercial, §11.2 Permitted Principal Uses and Structures, by replacing #6 with: "Self-storage centers provided the front façade of the center and any other façade visible from adjoining public roads reflect the scale, materials, and design features common to residential or historic structures in the County. Self-storage centers are subject to site plan review;" and (c) by including a certain, non-codified provision to instruct County staff to make similar changes in the upcoming re-adoption of the Land Use Ordinance.

Mr. Yeager and Rob Tracey, Associate Planner, Planning, Housing, and Zoning, provided a summary and further details of the legislation's intent. Mr. Tracey stated that the Planning Commission met on July 11th and provided a letter to the Commissioners with a favorable recommendation. Discussion took place. Mr. Yeager also noted for the record that the written comment period will remain open until the close of business on September 13, 2024.

PUBLIC COMMENTS

During the public hearing, citizens were invited to sign the testimony log and offer comments on the proposed legislation. No comments were offered.

WRITTEN COMMENTS

No written comments were received at the time of the public hearing.

Public Hearing Minutes - Code Home Rule Bill Nos. 7-2024 Self-Storage Centers In The Industrial District
September 10, 2024
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On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously agreed to close the public hearing regarding Code Home Rule Bill 7-2024 at 10:11 a.m. The legislative bill is scheduled to be considered for a vote on Tuesday, September 17, 2024.

Respectfully submitted,

Sondra M. Blackiston
Clerk/ KATE Manager

Approved:

Ronald H. Fithian, President
The County Commissioners
of Kent County, Maryland

September 10, 2024

The Board of License Commissioners met today with the following present: Ronald H. Fithian, presiding, Albert H. Nickerson, and John F. Price.

Shelley L. Heller, County Administrator, Thomas N. Yeager, County Attorney, and Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement, were also present.

CONSENT ITEM

On a motion made by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved Consent Item #2 - Liquor Minutes, August 27, 2024.

SPECIAL CLASS C LICENSE

Kent Cultural Alliance submitted a Special Class C (Per Diem) liquor license application. They would like to sell beer, wine, and liquor during a Karaoke Night/Latino Festival in Millington at the La Cascada restaurant. The event is scheduled for September 28, 2024, from 5:00 p.m. to 10:00 p.m. There were no objections to the application. On a motion by Commissioner Price and seconded by Commissioner Nickerson, the Commissioners unanimously approved the Special Class C (Per Diem) liquor license application for Kent Cultural Alliance.

KENT ALCOHOL AND TOBACCO ENFORCEMENT (KATE)

Compliance Check Results: Inspector Pearsall updated the Commissioners on recent tobacco enforcement efforts. The first round of tobacco compliance checks for FY2025 were completed during July and August. During those inspections, Inspector Pearsall also conducted a re-check for the one non-compliant establishment that occurred during her last round of compliance checks for FY2024. Twenty-seven (27) establishments were compliant, with a success rate of 93%, and two (2) establishments were non-compliant and sold to an underage person. A citation was issued to each establishment, and a \$300.00 fine was assessed. Each establishment has paid the fines assessed. Both establishments were required to be re-inspected thirty (30) to sixty (60) days from the date of the infraction, and both establishments have been reinspected and were compliant. An advertisement was placed in the Tidewater Trader congratulating the establishments that were compliant in asking for proper identification of their customers. Two letters addressed to the establishments for non-compliance and one letter for the re-check were provided for the Commissioners to review and sign.

At 1:22 p.m., a motion was made by Commissioner Nickerson, seconded by Commissioner Price; the Commissioners unanimously approved to adjourn the meeting. The Board is scheduled to meet again on Tuesday, September 17, 2024, at 6:00 p.m.

THE BOARD OF LICENSE COMMISSIONERS
OF KENT COUNTY, MARYLAND

Sondra M. Blackiston
Clerk/KATE Manager

Approved:

Ronald H. Fithian, President
The County Commissioners
of Kent County, Maryland