

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

June 21, 2022

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

Meeting Announcements

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

Consent Items

#1 - Regular Session Minutes, June 14, 2022

#2 - Liquor Minutes, June 14, 2022

#3 - Closed Session Minutes, June 14, 2022

#4 - Alleesa Stewart, Supervisor of Finance, Kent County Public Schools
Maryland State Department of Education (MSDE) Annual Budget Certification

#5 - Alleesa Stewart, Supervisor of Finance, Kent County Public Schools
FY2023 Electronic Transfer Request

#6 - Shelly Neal-Edwards, Director, Department of Social Services
Summer Supplemental Nutrition Assistance Program (SNAP)

#7 - Arnessa Dowell, Executive Director, Kent County Public Library
FY2023 Electronic Transfer Schedule

Special Class C Licenses

Main Street Historic Chestertown, Beer and Wine Only, July 1, 2022

Legislative Session

Bill Mackey, Director, Planning, Housing and Zoning
First Reading of Proposed Code Home Rule Bill 6-2022, A Zoning Text Amendment

Bill Mackey, Director, Planning, Housing and Zoning
First Reading of Proposed Code Home Rule Bill 7-2022, A Zoning Text Amendment

Appointments

Captain Dennis Hickman, Kent County Sheriff's Office
Additional Body Cameras Contract

Robert Baldwin, District Manager, Kent Soil and Water Conservation District
Erosion and Sediment Control Fees

Human Resources Director

Public Works - Environmental Operations
Part-Time Recycling Attendant Position

County Administrator Report

Shrewsbury Parish

Raffle Permit

Agricultural Land Preservation Districts Agreements

Kent Alcohol and Tobacco Enforcement KATE

For Your Information

License Updates

Public Comment/Media Review

Procedures For Public Comment

American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan

Contingency Fund

Contingency and Use of Fund Balance Report

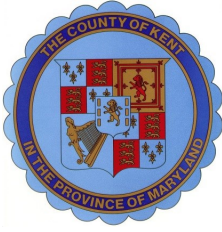
Closed Session

Shelley Heller, County Administrator

Personnel

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.)



**Time Is Allotted At The End Of Each Meeting For The Commissioners
To Receive Comments From The Public
6/21/2022
County Commissioners Meeting**

ATTACHMENTS:

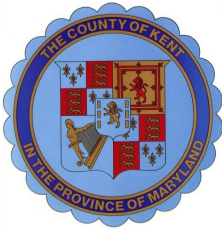
Description

Procedures for Public Comment 2022

BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR PUBLIC COMMENT

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.

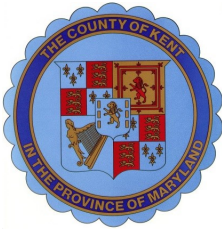
- Comments will be limited to three (3) minutes in length.
- Comments longer than three (3) minutes will be required to be submitted in writing.
- The Board President will open the meeting to Public Comments, and citizens are asked to state their name, address, and the topic of interest. Citizens are 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.



**#1 - Regular Session Minutes, June 14, 2022
6/21/2022
County Commissioners Meeting**

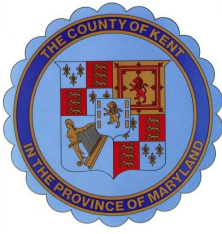
ATTACHMENTS:

Description



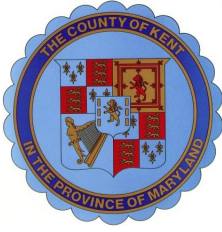
**#2 - Liquor Minutes, June 14, 2022
6/21/2022
County Commissioners Meeting**

ATTACHMENTS:
Description



**#3 - Closed Session Minutes, June 14, 2022
6/21/2022
County Commissioners Meeting**

ATTACHMENTS:
Description



#4 - Alleesa Stewart, Supervisor of Finance, Kent County Public Schools 6/21/2022 County Commissioners Meeting

Item Summary:

Maryland State Department of Education (MSDE) Annual Budget Certification

ATTACHMENTS:

Description

06.21.22 KCPS Memo, FY2023 Budget Certification

06.21.22 Kent County Public Schools Annual Budget for Fiscal Year Ending June 30, 2023, Maryland State Department of Education (MSDE) Annual Budget Certification Statement



Kent County Public Schools

Growing a Community of Leaders

TO: Members, County Commissioners of Kent County

FROM: Alleesa Stewart – Supervisor of Finance

RE: MSDE Annual Budget Certification – Fiscal Year 23

DATE: June 21, 2022

PURPOSE

This memo serves to request County Commissioners of Kent County to approve the Fiscal Year 2023 MSDE Annual Budget Certification Form.

SUMMARY

The Annual Budget Certification is a certification that must be approved every fiscal year for the upcoming new budget fiscal year. It is a certification that must be approved by the President of the Board and the Superintendent; following approval from the County. The budget certification is due to the Maryland State Department of Education (MSDE) by June 25, 2022.

ACTION

Request for the County Commissioners of Kent County to approve and sign the Fiscal Year 2023 MSDE Annual Budget Certification Form.

(Local Unit)
ANNUAL BUDGET

for the Fiscal Year Ending June 30, 2023

Authorized under §5-101, §5-102, and §5-111 of
Education Article of the Annotated Code of Maryland

Refer to the *Financial Reporting Manual for Maryland Public Schools*, Revised 2014
for definitions of accounts to be reported on this budget.

CERTIFICATION STATEMENT

To the Board of County Commissioners or the County/City Council:
In accordance with the requirements of the Acts of the General Assembly, and the rules and regulations of the State Board of Education, and on and with the advice of the State Superintendent of Schools, the Board of Education herewith submits the itemized school budget, showing the financial needs and estimated federal, state, local, and other revenue sources of the County/City for Current Expenses, School Construction, and Debt Service.

Agreeably, thereto you are hereby requested to provide from **County/City** sources the following appropriation, respectively:

Current Expense – Recurring Local Appropriation	\$18,559,629
Current Expense – Nonrecurring Local Appropriation	\$0
Total Local Appropriation	\$18,559,629
School Construction	\$ 3,146,175
Debt Service	\$0
Duly submitted by:	Date:

Joseph Goetz, President

Dr. Karen M. Couch, Secretary

The above appropriations from County/City sources have been approved.

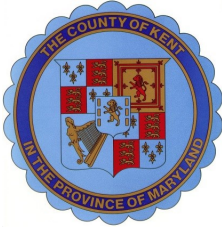
P. Thomas Mason 06/21/22

Signature of President or Chair
of the County/City Council or County Commissioners

Preparer
Alleesa Stewart, MBA

Telephone
(410) 778-7123

Date
June 13, 2022



**#5 - Alleesa Stewart, Supervisor of Finance, Kent County Public Schools
6/21/2022
County Commissioners Meeting**

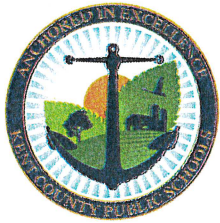
Item Summary:

FY2023 Electronic Transfer Request

ATTACHMENTS:

Description

06.21.21 Kent County Public Schools Electronic Wire Transfer Schedule Request FY2022



Kent County Public Schools

Growing a Community of Leaders

Electronic Transfer Request FY 2023

Transfer from Kent County Commissioners to Chesapeake Bank & Trust Company, Chestertown, Maryland, (Kent County Board of Education) the following amounts:

Date	Amount
July 8, 2022	713,832.00
July 22, 2022	713,831.88
August 5, 2022	713,831.88
August 19, 2022	713,831.88
September 2, 2022	713,831.88
September 16, 2022	713,831.88
September 30, 2022	713,831.88
October 14, 2022	713,831.88
October 28, 2022	713,831.88
November 11, 2022	713,831.88
November 25, 2022	713,831.88
December 9, 2022	713,831.88
December 23, 2022	713,831.88
January 6, 2023	713,831.88
January 20, 2023	713,831.88
February 3, 2023	713,831.88
February 17, 2023	713,831.88
March 3, 2023	713,831.88
March 17, 2023	713,831.88
March 31, 2023	713,831.88
April 14, 2023	713,831.88
April 28, 2023	713,831.88
May 12, 2023	713,831.88
May 26, 2023	713,831.88
June 9, 2023	713,831.88
June 23, 2023	713,831.88
Total	18,559,629.00

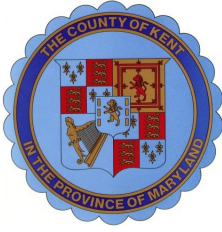
*TOTAL AMOUNT AUTHORIZED JULY 2022 THROUGH JUNE 2023

P. Thomas Mason 06/21/22

Mr. Thomas Mason
President
Board of Kent County Commissioners

Pat Merritt 06/21/22

Pat Merritt
Chief Finance Officer
Kent County, Maryland



**#6 - Shelly Neal-Edwards, Director, Department of Social Services
6/21/2022
County Commissioners Meeting**

Item Summary:

Summer Supplemental Nutrition Assistance Program (SNAP)

ATTACHMENTS:

Description

06.21.22 Memorandum of Agreement, Between the Maryland Department of Human Services and Kent County Commissioners, FY2023 Summer Supplemental Nutrition Assistance Program (SNAP), KC Dept. of Social Services

06.21.22 DHS KC Invoice No. 23-001 Summer SNAP Invoice

MEMORANDUM OF AGREEMENT

BETWEEN

**THE MARYLAND DEPARTMENT OF HUMAN SERVICES
FAMILY INVESTMENT ADMINISTRATION (CENTRAL OFFICE)
311 W. SARATOGA STREET, 7TH FLOOR
BALTIMORE, MD 21201**

AND

**KENT COUNTY COMMISSIONERS
400 HIGH STREET
CHESTERTOWN, MD 21620**

FOR

**FY23 SUMMER SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM
(SNAP)**

THIS AGREEMENT is made by and between the Maryland State Department of Human Services, FAMILY INVESTMENT ADMINISTRATION, (DHS/FIA), and KENT COUNTY COMMISSIONERS (KCC).

This Agreement shall commence on June 1, 2022, and shall continue until services are completed; but in any case, no later than December 31, 2022.

I. Background

Subject to the continuing availability of State and/or federal funds, the DHS/FIA shall work with KCC to ensure that these funds will support the services of the KENT COUNTY DEPARTMENT OF SOCIAL SERVICES (KCDSS) to reduce food insecurity during the months that children are out of school, and to provide additional SNAP benefits to select school-aged children. These services shall be provided in accordance with the terms and conditions of this Agreement and the following Appendix which hereby is incorporated as part of this Agreement:

Appendix I: Maryland Summer SNAP Program Fiscal Year 2023 Grant Application dated April 6, 2022.

II. Purpose of the Agreement

The Summer SNAP Program will enable KCDSS to provide additional SNAP benefits to select school-aged children. The monthly Summer SNAP benefits will be \$30 during the months of June, July, and August; and \$10 in December. Summer SNAP benefits will be available on the head of the household's EBT card issued by the KENT COUNTY DEPARTMENT OF SOCIAL SERVICES (KCDSS).

III. DHS/FIA's Responsibilities

- A. DHS/FIA will manage the Agreement and pursue reasonable remedies for any deficiency in KCC's contractual performance following notice by KCDSS to DHS/FIA of such a deficiency.
- B. KCDSS will provide DHS/FIA with an initial list of all qualified households for the Summer SNAP Program, from which DHS/FIA will coordinate with KCDSS to activate and to maintain accounts of qualified households under the Agreement.
- C. DHS/FIA will provide KCC with a one-time invoice to request payment as part of KCC's commitment to its Local Share Funds.
- D. DHS/FIA will monitor the overall operations of the Summer SNAP Program to determine usage by qualified households and the correct amount assigned to a household.
- E. DHS/FIA will share all critical information with KCDSS regarding the Agreement, including without limitation, any modifications, notices of any planned system maintenance or disruptions, and any changes or enhancements made to the E&E System.

IV. KCC's Responsibilities

- A. KCC will review the one-time invoicing report received from DHS/FIA and shall report any errors in the invoicing report to DHS/FIA, in writing, within ten (10) business days.
- B. KCC's commitment to its Local Share Funds.
- C. KCDSS will use the combination of Local Share of Funds and allocated State funds to issue Summer SNAP benefits to eligible households.
- D. KCDSS will submit payment to DHS/FIA within thirty (30) days following receipt of an approved invoice.

V. Administrative Costs/Invoicing

The approved Summer SNAP Program budget for your county is Twenty-Six Thousand Six Hundred and Forty dollars and 00/100 (\$26,640.00), of which Seventeen Thousand Seven Hundred and Sixty dollars and 00/100 (\$17,760.00) is funded by State General Funds and Eight Thousand Eight Hundred and Eighty dollars and 00/100 (\$8,880.00) represents Local Share of Funds.

DHS/FIA will invoice KCC based on the commitment of the Local Share of Funds of Eight Thousand Eight Hundred and Eighty dollars and 00/100 (\$8,880.00).

VI. Project Managers

The DHS/FIA shall designate MISHELLE WILLIAMS, or designee, 311 W. SARATOGA STREET, 2ND FLOOR, BALTIMORE, MD 21201; TEL: 410.767.5504; FAX: 410.333.6287; E-MAIL: mischelle.williams@maryland.gov to serve as Project Manager for this Agreement. The CARLDSS shall designate Julie Handzo, or designee, 350 HIGH ST., CHESTERTOWN, MD 21620; EMAIL: julie.handzo@maryland.gov; TEL: 410-810-7600, to serve as the KCDSS' Project Manager for this Agreement. All contact between the DHS/FIA and the KCDSS regarding all matters relative to this Agreement shall be coordinated through the DHS/FIA's designated Project Manager.

VII. Confidentiality

Except in accordance with a court order, statute or regulation, neither party shall use or disclose any information concerning a recipient of the services provided under this Agreement for any purposes not directly connected with the administration of such services, except upon written consent of the other party and the recipient or his/her responsible parent, guardian, or legal representative or as required or allowed by § 4-101 *et. seq.*, General Provisions Article, Maryland Annotated Code, or any other State or federal statute or regulation.

VIII. Amendments or Modifications

The Parties expressly reserve the right to alter, vary, modify or waive any provision of the Agreement provided that such alteration, variation, modification, or waiver shall be valid when reduced to a writing, which has been duly signed by each and every signatory to the original of this Agreement or the successor in office.

IX. Termination

If KCC fails to fulfill its obligations under this Agreement properly and on time, or otherwise violates any provisions of the Agreement, DHS/FIA may terminate the Agreement. Prior to terminating this Agreement, the DHS/FIA shall give thirty (30) days prior notice of such default, and if KCC has not cured such

default within the thirty (30) days period, the DHS/FIA may, by written notice given, within five (5) days after expiration of this period, terminate the Agreement. The DHS/FIA shall pay KCC fair and equitable compensation for satisfactory performance prior to the date of termination, less the amount of damages caused by KCC's breach.

X. Miscellaneous

This Agreement represents the complete and final understanding of the Parties and no other understandings or representations, whether oral or written regarding the subject matter of this Agreement shall be deemed to exist or bind the Parties hereto.

XI. Miscellaneous Provisions (Optional)

- A. The Parties shall comply with all applicable federal, State and local government standards and requirements, including licensing and permit laws and ordinances, as are necessary for the lawful providing of the services required of Party under the terms of this Agreement.
- B. KCC shall retain all books, records, and other documents relevant to this Agreement for a period of no less than three years after the date of final payment, a resolution of audit findings, or disposition of non-expendable property, whichever is later, and upon receipt of reasonable written notice thereof, full access thereto and the right to examine any of said materials shall be afforded Federal and/or State auditors who shall have substantiated in writing a need therefore in the performance of their official duties, and such other persons as are authorized by the State.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by its authorized representatives as of the date indicated below.

WITNESS:

Lacey J. Cox
06/21/22

FOR THE KC

P. Thomas Mason

Signature

P. Thomas Mason
Name

President
Title

06/21/22
Date Signed

WITNESS:

FOR THE DHS/FIA

Signature

La Sherra Ayala
Name

Executive Director
Family Investment Administration
Title

Date Signed

FAMILY INVESTMENT ADMINISTRATION

June 9, 2022

County Administrator
Kent County Commissioners
400 High Street,
Chestertown, MD 21620

**Memorandum of Agreement for FY23 Summer SNAP
Notice of Request for Payment**

Dear County Administrator:

Your approved Summer SNAP Program budget is Twenty-Six Thousand Six Hundred and Forty dollars and 00/100 (\$26,640.00), of which Seventeen Thousand Seven Hundred and Sixty dollars and 00/100 (\$17,760.00) is funded by State General Funds and Eight Thousand Eight Hundred and Eighty dollars and 00/100 (\$8,880.00) represents Local Share of Funds. The Family Investment Administration (FIA) requests your review and approval to honor a one-time invoice to be submitted to the Kent County Commissioners.

The request will be for the amount of Eight Thousand Eight Hundred and Eighty dollars and 00/100 (\$8,880.00) being the Kent County match for the Summer SNAP program. Upon payment and transfer of Local Share Funds to the State agency, benefits will be added to an Electronic Benefit Transfer (EBT) card associated with each child's household.

DHS/FIA applauds your continued collaboration in addressing food insecurity in Maryland.

We look forward to working with you to ensure that Summer SNAP is implemented effectively.

Sincerely,



La Sherra Ayala, Executive Director

Enclosure(s):

cc: Augustin Ntabaganyimana
Mischelle Williams
Julie Handzo



DEPARTMENT OF HUMAN SERVICES
311 W. SARATOGA STREET
BALTIMORE, MD 21201

INVOICE **NO.23-001**
DATE June 6, 2022 **CONTRACT**
ID DHS/KC 23-001

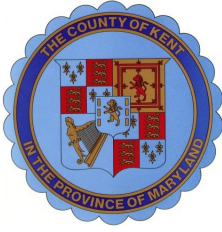
EIN

TO

KENT COUNTY COMMISSIONERS
400 HIGH STREET
CHESTERTOWN, MD 21620
410-778-4600

AMOUNT DUE \$ 8,880.00

Make all checks payable to DEPARTMENT OF HUMAN SERVICES
THANK YOU FOR YOUR PARTNERSHIP!



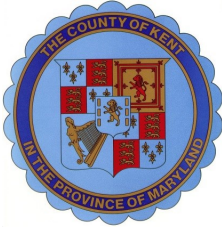
#7 - Arnessa Dowell, Executive Director, Kent County Public Library
6/21/2022
County Commissioners Meeting

Item Summary:

FY2023 Electronic Transfer Schedule

ATTACHMENTS:

Description



**Main Street Historic Chestertown, Beer and Wine Only, July 1, 2022
6/21/2022
County Commissioners Meeting**

ATTACHMENTS:

Description

4828 Main Street Historic Chestertown, License

4828

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

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

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

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

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

Main Street Chestertown

Address 118 N. Cross Street, Chestertown, MD 21620

Type of Function Carnival on High (fundraiser)

Location of Function 200 Block of High Street, 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) July 1, 2022.
Begin at: 5pm End at: 8pm and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 15) in payment for the license.

Please Select One:

(✓) Pick Up

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

County Commissioners
Office

Date 6-15-22 L.L.

9. Applicants

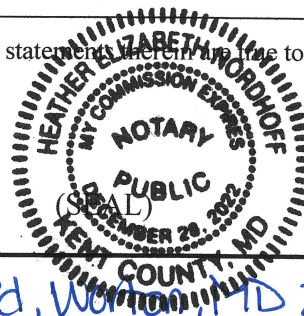
(1) Nerina Fleegle 8853 Fairlee Rd. Chestertown, MD 21620
Name Residence
10 years Exec. Dir. 410 778 2991 N. Fleegle
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 14th day of June, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Nerina Fleegle the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

[Signature]



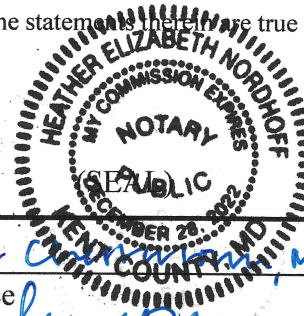
(2) Liddy Campbell Vandemark 11645 Still Pond Rd, Worton, MD 21678
Name Residence
38+ yrs Events Chair 410 708 5433 [Signature]
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 14th day of June, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Liddy Campbell Vandemark the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

[Signature]



(3) Kristen W. Owen 8875 Carter Lane Chestertown, MD 21620
Name Residence
16 years President 410-708-6110 [Signature]
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 14th day of June, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Kristen W. Owen the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

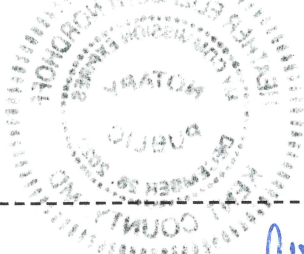
WITNESS my hand and official seal.

[Signature]



**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.



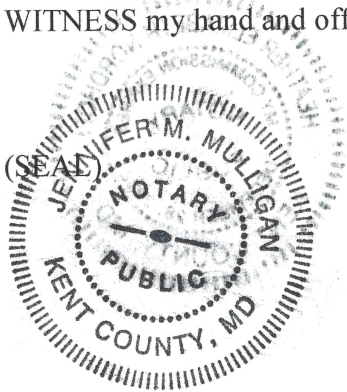
W. S. Ingersoll Signature (s)

W. S. INGERSOLL Print Name

STATE OF MARYLAND, County of Kent:

THIS CERTIFIES, that on the 14th day of June, 2022,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
W. S. Ingersoll and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.



Jennifer A. McCann
(Formerly Jennifer M. Mulligan)
my commission expires 4/7/2023)

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:

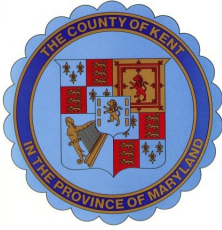
1. All persons must be 21 years of age or older to sell, purchase, or consume an alcoholic beverage.
2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance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

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

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

Name of organization, club, etc. Main Street Chestertown
Address 118 N. Cross Street Chestertown, MD 21620
Name Nina Fleegle Phone # 410-778-2991
(Please Print)
N. Fleegle Date 6/14/22
(Signature)





Bill Mackey, Director, Planning, Housing and Zoning
6/21/2022
County Commissioners Meeting

Item Summary:

The proposed Code Home Rule Bill would amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance, by revising Article V., *District Regulations*, Section 7. *Village District*, 7.3 *Special Exceptions*, by adding a new sub-section 14, "Septic tank maintenance and excavation;" by revising Article VII., *Special Exceptions*, Section 6. *Procedures*, by adding the special exception as a new number 39.5 to the un-numbered sub-section that lists those uses requiring review by the Planning Commission prior to review by the Board of Appeals; by revising Article VII., *Special Exceptions*, Section 7. *Special Exceptions*, by creating a new sub-section 54.5 to provide for conditions for the special exception; and by clarifying the existing uses listed in the Land Use Ordinance by adding "and excavation" after "maintenance" in three places: Article V., *District Regulations*, Section 7. *Village District*, 7.2 *Permitted Principal Uses and Structures*, #27; Section 8. *Intense Village*, Section 8.2 *Permitted Principal Uses and Structures*, #10, and Section 9., *Intense Village Critical Area*, Section 9.2 *Permitted Principal Uses and Structures*, #13; and presented in the order that such provisions appear in the Land Use Ordinance.

The proposed amendment would add a new use to the Land Use Ordinance. Mr. Steven Green applied to amend the provisions for special exceptions in the Village District to include "septic tank maintenance and excavation." No other zoning district lists this specific use; however, "contractors' yards" are permitted in the Industrial District and as a special exception in AZD with an associated sand and gravel pit. The use "Home and business services such as grounds care, janitorial, exterminators, landscaping, and other repair and maintenance services, but not septic tank maintenance, subject to site plan review" is permitted in the Village, Intense Village, and Intense Village Critical Area zoning districts in the Land Use Ordinance. Crossroads Commercial zoning permits "home and business services such as ground care, cleaning, exterminators, landscaping, and other repair and maintenance services." There is no exclusion of septic tank maintenance, which would be interpreted to allow such a business under Crossroads Commercial.

Regarding the proposed use, special exceptions are permitted uses but due to their unique characteristics they require an additional level of review. Requiring review and approval by the Board of Appeals adds a level of protection for neighboring property owners. Consideration is given on a case-by-case basis of the impact of such uses on neighboring uses, the surrounding area, and of the particular use at the particular location. Specific conditions ensure the use's consistency with the character and activities at the location. Conditions are included in the proposed text amendment, as recommended by the Planning Commission.

On May 5, 2022, the Planning Commission held a public hearing and favorably recommended the zoning text amendment to the County Commissioners. A letter from the Planning Commission is attached. The Planning Commission noted that the public need is to support small businesses and allow their expansion in the proper places. The 2018 Kent County Comprehensive Plan recognizes the importance of supporting existing businesses and providing for more diversity in the size, number, and types of businesses by promoting the development of small, locally owned businesses.

Staff recommends approval of the introduction, in order to schedule the public hearing before the County Commissioners.

ATTACHMENTS:

Description

CHR Bill No. 6-2022 Septic Tank Maintenance and Excavation in the Village District DRAFT Legislation

Letter from the Planning Commission

ZTA Application by Steven Green

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

_____, 2022
Legislative Session Day

Legislative Session Day
_____, 2022

CODE HOME RULE
BILL NO. 6-2022

INTRODUCED BY: P. Thomas Mason, President of the Board of County Commissioners for Kent County, Maryland.

AN ACT to amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance, by revising Article V., *District Regulations*, Section 7. *Village District*, 7.3 *Special Exceptions*, by adding a new sub-section 14, "Septic tank maintenance and excavation;" by revising Article VII., *Special Exceptions*, Section 6. *Procedures*, by adding the special exception as a new number 39.5 to the un-numbered sub-section that lists those uses requiring review by the Planning Commission prior to review by the Board of Appeals; by revising Article VII., *Special Exceptions*, Section 7. *Special Exceptions*, by creating a new sub-section 54.5 to provide for conditions for the special exception; and by clarifying the existing uses listed in the Land Use Ordinance by adding "and excavation" after "maintenance" in three places: Article V., *District Regulations*, Section 7. *Village District*, 7.2 *Permitted Principal Uses and Structures*, #27; Section 8. *Intense Village*, Section 8.2 *Permitted Principal Uses and Structures*, #10, and Section 9., *Intense Village Critical Area*, Section 9.2 *Permitted Principal Uses and Structures*, #13; and presented in the order that such provisions appear in the Land Use Ordinance.

THE COUNTY COMMISSIONERS OF KENT COUNTY

P. Thomas Mason, President

INTRODUCED, read the first time, _____, 2022, ordered posted and public hearing scheduled _____, 2022, at 6:00 p.m. in the County Commissioners Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland.

By order of:

Sondra M. Blackiston, Clerk

PUBLIC HEARING HAVING been posted and notice of time and place of hearing and copies having been made available to the public and the press, a public hearing was held on _____, 2020. Reported favorably [without] amendments; read a second time and ordered to be considered on _____, 2022, a legislative session day.

A BILL ENTITLED CHR 6-2022
SEPTIC TANK MAINTENANCE AND EXCAVATION IN THE VILLAGE DISTRICT

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND that the Kent County Land Use Ordinance is hereby amended as follows:

ARTICLE V.

DISTRICT REGULATIONS

...

SECTION 7. VILLAGE DISTRICT

...

7.2 PERMITTED PRINCIPAL USES AND STRUCTURES

...

26. Data processing centers, subject to *site plan* review.
27. Home and business services such as grounds care, janitorial, exterminators, landscaping, and other repair and maintenance services, but not septic tank maintenance **AND EXCAVATION**, subject to *site plan* review
-

ARTICLE V.

DISTRICT REGULATIONS

...

SECTION 7. VILLAGE DISTRICT

...

7.3 SPECIAL EXCEPTIONS

...

13. *Wind energy systems, small.*

14. SEPTIC TANK MAINTENANCE AND EXCAVATION, SUBJECT TO SITE PLAN REVIEW

BILL NO. 6-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

~~Strike through~~ indicates matter deleted from existing law.

ARTICLE V.

DISTRICT REGULATIONS

...

SECTION 8. INTENSE VILLAGE

...

8.2 PERMITTED PRINCIPAL USES AND STRUCTURES

...

9. Fire and rescue stations, subject to *site plan* review.
10. Home and business services such as grounds care, janitorial, exterminators, landscaping, and other repair and maintenance services, but not septic tank maintenance **AND EXCAVATION**, subject to site plan review
-

ARTICLE V.

DISTRICT REGULATIONS

...

SECTION 8. INTENSE VILLAGE CRITICAL AREA

...

9.2 PERMITTED PRINCIPAL USES AND STRUCTURES

...

12. Funeral homes, subject to *site plan* review
13. Home and business services such as grounds care, janitorial, exterminators, landscaping, and other repair and maintenance services, but not septic tank maintenance **AND EXCAVATION**, subject to *site plan* review
-

ARTICLE VII.

BILL NO. 6-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

~~Strike through~~ indicates matter deleted from existing law.

SPECIAL EXCEPTIONS

...

SECTION 6. PROCEDURES

...

The *Planning Commission* shall review and send a recommendation to the Board of Appeals on the following special exceptions:

...

39. Seafood processing

39.5 SEPTIC TANK MAINTENANCE AND EXCAVATION

40. *Sewage sludge land application*

...

ARTICLE VII.

SPECIAL EXCEPTIONS

...

SECTION 7. SPECIAL EXCEPTIONS

...

54. Seafood processing, including wholesale and retail sales in M provided:

...

54.5 SEPTIC TANK MAINTENANCE AND EXCAVATION IN V PROVIDED:

- a. BUILDINGS ASSOCIATED WITH THE USE ARE NOT VISUALLY INTRUSIVE OR INAPPROPRIATE TO THE SETTING.**
- b. NEW BUILDINGS AND EXPANSIONS SHALL BE DESIGNED IN KEEPING WITH OR TO ENHANCE THE CHARACTER OF OTHER BUILDINGS ON THE PROPERTY OR ADJACENT TO THE PROPERTY.**
- c. ALL VEHICLES AND EQUIPMENT ASSOCIATED WITH THE BUSINESS MUST BE KEPT WITHIN A BUILDING OR SCREENED FROM THE VIEW OF PUBLIC ROADS AND ADJACENT PROPERTIES.**

BILL NO. 6-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

~~Strike through~~ indicates matter deleted from existing law.

- d. ALL FENCES AND LANDSCAPING MUST BE APPROVED BY THE PLANNING COMMISSION AS PART OF SITE PLAN REVIEW.**

55. *Sewage sludge land application* in AZD provided:

...

DRAFT

BE IT FURTHER ENACTED by the County Commissioners of Kent County that this Act shall take effect on the ____ day of _____.

Read Third Time _____

PASSED this ____ day of _____

Failed of Passage _____

By order of:

Sondra M. Blackiston, Clerk

THE COUNTY COMMISSIONERS OF KENT COUNTY

P. Thomas Mason, President

Ronald H. Fithian, Member

Robert N. Jacob, Jr., Member

ORDERED a fair summary thereof of the entire bill shall be published in at least one newspaper of general circulation in the County, not less than three times at weekly intervals within a four-week period.

BILL NO. 6-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

~~Strike through~~ indicates matter deleted from existing law.



Planning Commission
Department of Planning, Housing, and Zoning

May 31, 2021

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

RE: Zoning Text Amendment related to adding “septic tank maintenance and excavation” to Village

Dear President Mason:

At its meeting on May 5, 2022, the Planning Commission reviewed an application for a zoning text amendment to amend Article V, Section 7.3 of the Village district, Special Exceptions, to include “septic tank maintenance and excavation,” which application was submitted by Steven Green of Green's Septic & Excavation, LLC.

Following a public hearing and discussion, the Planning Commission voted to make a favorable recommendation to the County Commissioners for the proposed zoning text amendment to add the use “septic tank maintenance and excavation” as a special exception to Article V, Section 7.3 as well as adding “and excavation” after the word maintenance to Section 7.2 #27, Section 8.2 #10, and Section 9.2 #13 of the Land Use Ordinance. The Planning Commission noted that the public need is to support small businesses and allow their expansion in the proper places. The Planning Commission also recommends the following conditions be added to the Special Exception:

- Buildings associated with the use are not visually intrusive or inappropriate to the setting.
- New buildings and expansions shall be designed in keeping with or to enhance the character of other buildings on the property or adjacent to the property.
- All vehicles and equipment associated with the business must be kept within a building or screened from the view of public roads and adjacent properties.
- All fences and landscaping must be approved by the Planning Commission as part of site plan review.

Sincerely,
Kent County Planning Commission

Joe Hickman
Chair

c: Shelley L. Heller, County Administrator

**APPLICATION FOR TEXT AMENDMENT TO THE
KENT COUNTY LAND USE ORDINANCE
KENT COUNTY, MARYLAND**

Kent County Department of Planning, Housing and Zoning

Kent County Government Center
400 High Street • Chestertown, MD 21620
410-778-7423 (phone) • 410-810-2932 (fax)

Pursuant to Article XII, "Administrative Procedures" Section 6, "Amendments", of the Kent County Land Use Ordinance, I/We Steven Green

of 10600 Hyala Ct Chestertown MD 21620 410-778-9294
Applicant's Name Telephone Number
Address

hereby petition the Kent County Commissioners to amend the Land Use Ordinance of Kent County, Maryland, as follows: Article V, Section 7.3 to add

Septic tank maintenance and excavation
and Article VII, Section 6 and Section 7
to add Septic tank maintenance and excavation

The purpose of the proposed amendment is to permit Septic maintenance
and excavation. TO be able to expand
an existing business.

Steven Green

Applicant's Signature

3-29-22

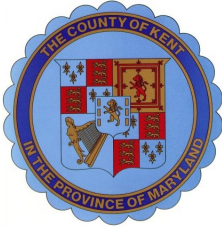
Date

Please Note: The application for an amendment to the text of this Ordinance shall, at a minimum state in particular, the Article, Section, and paragraph sought to be amended. The application shall contain the language of the proposed amendment.

Instructions: The Land Use Ordinance requires that five (5) copies for Zoning Text Amendment be submitted to the Executive Assistant to the County Commissioners accompanied by \$500.00 filing fee, payable to the County Commissioners of Kent County.

For Office Use Only:

File Number _____
Date Filed _____
Date Referred to Planning Commission _____
Date Recommend. Rec'd from Plan. Comm. _____
County Comm. Public Hearing Date _____
County Commissioners Action _____
Date of Action _____
Property Posted _____



Bill Mackey, Director, Planning, Housing and Zoning
6/21/2022
County Commissioners Meeting

Item Summary:

The proposed Code Home Rule Bill would amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance (LUO), Article VII, *Special Exceptions*, Section 7, *Special Exceptions*, §57.25, *Solar energy systems, utility scale*, on farms in the AZD and RCD, sub-section j and sub-section k., in order to clarify language that relates to the area of use for permitted solar arrays and the limitations set forth for adjacent properties under sub-section j., and to clarify the area developed under sub-section k.

On April 18, 2022, the Board of Appeals held a public hearing and reviewed a special exception for a *Solar Energy System, utility scale*. The Board of Appeals denied the application for the special exception and opined that the undefined term “area of use” in Section 7, §57.25 j. of the special exception provisions could be considered to include the solar array and equipment, perimeter landscaping, setback areas to the fencing, and access roadways. In order to clarify the meaning of the term “area of use,” the Board suggested that Planning staff draft a zoning text amendment to address it. Staff drafted the language and prepared to present it to the Agriculture Advisory Commission for its review and recommendation.

On May 11, 2022, the AAC met and reviewed the proposed language by staff and a letter submitted as part of the public process by the representative of the applicant for the denied special exception. The ACC voted to send a favorable recommendation to the Planning Commission and County Commissioners. The AAC noted the 10% rule applies per sub-section k., and staff made a note to address it as a text revision.

On May 18, 2022, the Board of Appeals met on another matter and discussed the proposed ZTA informally under its General Discussion item on the agenda. The Board was in favor of language that explicitly limits the area of use to those components of the energy system that are within the boundaries of the required perimeter security fence, which would not exceed 5 acres. The Board also suggested other minor edits.

On June 2, 2022, the Planning Commission held a public hearing and reviewed revised language proposed by staff based on the changes suggested by the Board of Appeals. The Planning Commission voted to send a favorable recommendation to the County Commissioners with one minor change to the proposed text.

The letters from the AAC and the Planning Commission are attached for reference. Staff recommends approval of the introduction, in order to schedule the public hearing before the County Commissioners.

ATTACHMENTS:

Description

CHR Bill No. 7-2022 Clarification of the Five-Acre Limitation For Certain Solar Arrays DRAFT Legislation
Letter to the CC from the PC re proposed ZTA

Letter to the PC from the AAC re proposed ZTA text

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

_____, 2022
Legislative Session Day

Legislative Session Day
_____, 2022

CODE HOME RULE
BILL NO. 7-2022

INTRODUCED BY: P. Thomas Mason, President of the Board of County Commissioners for Kent County, Maryland.

AN ACT to amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance (LUO), Article VII, *Special Exceptions*, Section 7, *Special Exceptions*, §57.25, Solar energy systems, utility scale, on farms in the AZD and RCD, sub-section j and sub-section k., in order to clarify language that relates to the area of use for permitted solar arrays and the limitations set forth for adjacent properties under sub-section j., and to clarify the area developed under sub-section k.

THE COUNTY COMMISSIONERS OF KENT COUNTY

P. Thomas Mason, President

INTRODUCED, read the first time, _____, 2022, ordered posted and public hearing scheduled _____, 2022, at 6:00 p.m. in the County Commissioners Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland.

By order of:

Sondra M. Blackiston, Clerk

PUBLIC HEARING HAVING been posted and notice of time and place of hearing and copies having been made available to the public and the press, a public hearing was held on _____, 2022. Reported favorably [without] amendments; read a second time and ordered to be considered on _____, 2022, a legislative session day.

BILL NO. 7-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

~~Strike through~~ indicates matter deleted from existing law.

**A BILL ENTITLED CHR 7-2022
CLARIFICATION OF THE FIVE-ACRE LIMITATION FOR
CERTAIN SOLAR ARRAYS**

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND that the Kent County Land Use Ordinance is hereby amended as follows:

ARTICLE VII.

SPECIAL EXCEPTIONS

...

SECTION 7. SPECIAL EXCEPTIONS

Buildings, structures, and uses for which special exceptions may be authorized and the additional standards relative thereto are as follows:

1. Accessory storage *structures* with a *floor area* of more than 1,200 square feet or a height that exceed 17 feet on parcels less than 5 acres in AZD, RCD, RC, RR, CAR, and CR.

...

57.25 *Solar energy systems, utility scale, on farms in AZD and RCD provided:*

- a. A solar collection device or combination of devices are designed and located to avoid glare or reflection onto adjacent properties and adjacent roadways and shall not interfere with traffic or create a safety hazard.
- b. Screening, capable of providing year-round screening, is provided along all sides that do not collect energy.
- c. Roof mounted solar collection devices shall not extend more than 10 feet from the top of the roof. The total height of the *building*, including the solar collection devices, shall comply with the height regulations established for each zoning district.
- d. Solar collection devices shall not exceed 38 feet in height.
- e. The solar collection system shall be incidental to the use of the farm.
- f. Installation of the solar collection system shall not adversely impact adjacent properties.
- g. All *structures* associated with the solar collection system shall be neither visually intrusive nor inappropriate to their setting.
- h. All solar collection devices shall register with the Department of Emergency Services and shall submit a map noting the location of the solar collection devices and the panel disconnect.
- i. Other than wire size, there shall be no alteration of utility infrastructure to accommodate the system.
- j. The area of ~~use~~ **SOLAR PANEL ARRAYS** may not exceed 5 acres ~~onsite~~. **THE AREA OF THE SOLAR PANEL ARRAYS SHALL BE MEASURED TO INCLUDE THE**

AREA WITHIN THE SOLAR PANEL ARRAYS' SECURITY FENCE. Adjacent properties shall not aggregate solar collection panels to achieve an area exceeding 5 acres.

- k. In AZD, **ONLY the FIVE-ACRE MAXIMUM area OF SOLAR PANEL ARRAYS, AS MEASURED IN SUBSECTION J.,** ~~developed by a utility scale solar energy system~~ is considered *development* and counted toward the maximum percentage of the property in lots.
- l. Tree removal shall be minimized, and any removal shall be mitigated in accordance with the Critical Area Program requirements.
- m. The applicant shall demonstrate that a utility scale solar energy system shall not unreasonably interfere with the view of, or from, sites of significant public interest such as public parks, a national or state designated scenic byway, a *structure* listed in the Kent County Historic Site Survey, an historic district, or the Chesapeake Bay and its tributaries

57.5 *Solar energy systems, utility scale*, in CC, C, and CCA provided:

- a. A solar collection device or combination of devices are designed and located to avoid glare or reflection onto adjacent properties and adjacent roadways and shall not interfere with traffic or create a safety hazard.
- b. Screening, capable of providing year-round screening, is provided along all sides that do not collect energy.
- c. Roof mounted solar collection devices shall not extend more than 10 feet from the top of the roof. The total height of the *building*, including the solar collection devices, shall comply with the height regulations established for each zoning district.
- d. Solar collection devices shall not exceed 45 feet in height
- e. All solar collection devices shall register with the Department of Emergency Services and shall submit a map noting the location of the solar collection devices and the panel disconnect.
- f. The applicant shall demonstrate that a utility scale solar energy system shall not unreasonably interfere with the view of, or from, sites of significant public interest such as public parks, a national or state designated scenic byway, a *structure* listed in the Kent County Historic Site Survey, an historic district, or the Chesapeake Bay and its tributaries.

BE IT FURTHER ENACTED by the County Commissioners of Kent County that this Act shall take effect on the ____ day of _____.

Read Third Time _____

PASSED this ____ day of _____

Failed of Passage _____

By order of:

Sondra M. Blackiston, Clerk

THE COUNTY COMMISSIONERS OF KENT COUNTY

P. Thomas Mason, President

Ronald H. Fithian, Member

Robert N. Jacob, Jr., Member

ORDERED a fair summary thereof of the entire bill shall be published in at least one newspaper of general circulation in the County, not less than three times at weekly intervals within a four-week period.



Department of Planning, Housing, and Zoning

June 9, 2021

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

RE: Zoning Text Amendment related to *Solar Energy Systems, utility scale*, in AZD and RCD

Dear President Mason:

At its meeting on June 2, 2022, the Planning Commission reviewed an application for a zoning text amendment to amend the Land Use Ordinance (LUO), Article VII, *Special Exceptions*, Section 7, *Special Exceptions*, §57.25, *Solar energy systems, utility scale*, on farms in the AZD and RCD, sub-section j and sub-section k., in order to clarify language that relates to the area of use for permitted solar arrays and the limitations set forth for adjacent properties under sub-section j., and to clarify the area developed under sub-section k.

Following a public hearing, the Planning Commission voted to make a favorable recommendation to the County Commissioners for the proposed zoning text amendment noting the following:

- Elimination of the proposed phrase “by erecting solar panel arrays in close proximity to each other” in the second sentence of sub-section j., and
- Supporting staff’s recommendation in sub-section k.

Sincerely,

Joe Hickman
Chair

c: Shelley L. Heller, County Administrator



Agriculture Advisory Commission
Department of Planning, Housing, and Zoning

May 23, 2022

Joe Hickman, Chair
Kent County Planning Commission
400 High Street
Chestertown, MD 21620

RE: Zoning Text Amendment to amend Article VII, *Special Exceptions*, Section 7, *Special Exceptions*, §57.25, *Solar energy systems, utility scale*, on farms in AZD and RCD, sub-section j.

Dear Mr. Hickman:

The Kent County Agriculture Advisory Commission has reviewed the proposed amendment to the *Kent County Land Use Ordinance*, Article VII, *Special Exceptions*, Section 7, *Special Exceptions*, §57.25, *Solar energy systems, utility scale*, on farms in AZD and RCD, sub-section j., in order to clarify language that relates to the area of permitted solar arrays and referred to as “area of use” and to clarify the limitations set forth for adjacent properties. The members found that there is a need to clarify the language and voted to recommend the following:

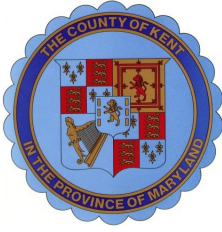
“The area of use may not exceed 5 acres onsite. **Area of use means the area within the solar array’s security fence or approved barrier.** Adjacent properties shall not aggregate solar collection panels to achieve an area exceeding 5 acres.”

If you have any questions or concerns in this regard, kindly contact our staff in the Department of Planning, Housing, and Zoning.

Sincerely,

/s/ Jennifer Debnam

Jennifer Debnam
Chair



Captain Dennis Hickman, Kent County Sheriff's Office
6/21/2022
County Commissioners Meeting

Item Summary:

Additional Body Cameras Contract

ATTACHMENTS:

Description

Axon Enterprise Inc. Quote



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-360894-44552.740RE

Issued: 12/22/2021

Quote Expiration: 01/15/2022

EST Contract Start Date: 02/15/2022

Account Number: 445589

Payment Terms: N30

Delivery Method: Fedex - Ground

SHIP TO	BILL TO
Business;Delivery;Invoice-104 Vickers Dr 104 Vickers Dr Chestertown, MD 21620-3327 USA	Kent County Sheriff's Office - MD 104 Vickers Dr Chestertown, MD 21620-3327 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Raleigh Edwards Phone: Email: redwards@axon.com Fax:	Dennis Hickman Phone: (410) 810-2254 Email: dhickman@kentgov.org Fax:

Program Length	53 Months
TOTAL COST	\$38,945.51
ESTIMATED TOTAL W/ TAX	\$38,945.51

Bundle Savings	\$4,351.54
Additional Savings	\$0.00
TOTAL SAVINGS	\$4,351.54

PAYMENT PLAN			
PLAN NAME		INVOICE DATE	AMOUNT DUE
Year 1		Jan, 2022	\$24,999.99
Year 2		Jun, 2022	\$3,486.38
Year 5		Jun, 2022	\$3,486.38
Year 3		Jun, 2023	\$3,486.38
Year 4		Jun, 2024	\$3,486.38

Quote Details

Bundle Summary		
Item	Description	QTY
AB3C	AB3 Camera Bundle	5
BWCUwTAP	BWC Unlimited with TAP	5

Bundle: AB3 Camera Bundle Quantity: 5 Start: 2/15/2022 End: 7/14/2026 Total: 3495 USD						
Category	Item	Description	QTY	List Unit Price	Net Unit Price	Total(USD)
Camera	73202	AXON BODY 3 - NA10 - US - BLK - RAPIDLOCK	5	\$699.00	\$699.00	\$3,495.00
Camera Mount	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	6	\$0.00	\$0.00	\$0.00
USB	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	6	\$0.00	\$0.00	\$0.00

Bundle: BWC Unlimited with TAP Quantity: 5 Start: 2/15/2022 End: 7/14/2026 Total: 23585.01 USD						
Category	Item	Description	QTY	List Unit Price	Net Unit Price	Total(USD)
Camera Warranty	80464	EXT WARRANTY, CAMERA (TAP)	5	\$11.67	\$9.85	\$2,610.84
E.com License	73746	PROFESSIONAL EVIDENCE.COM LICENSE (Formerly SKU 73746)	5	\$39.00	\$32.93	\$8,725.16
Camera Refresh 1 with Spares	73309	AXON CAMERA REFRESH ONE	5	\$755.00	\$637.40	\$3,186.99
Device Storage	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	5	\$24.00	\$20.26	\$5,369.33
Camera Refresh 2 with Spares	73310	AXON CAMERA REFRESH TWO	5	\$790.00	\$666.95	\$3,334.73
A La Carte Storage	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	20	\$0.40	\$0.34	\$357.96

INDIVIDUAL ITEMS						
Category	Item	Description	QTY	List Unit Price	Net Unit Price	Total(USD)
Other	73680	RESPOND DEVICE PLUS LICENSE	5	\$19.00	\$19.00	\$5,035.00
Other	73682	AUTO TAGGING LICENSE	5	\$9.00	\$9.00	\$2,385.00
Other	73478	REDACTION ASSISTANT USER LICENSE	5	\$9.00	\$9.00	\$2,385.00
Other	73352	BWC HARDWARE FINANCING TRUE UP PAYMENT	5	\$23.30	\$23.30	\$815.50
Other	75015	SIGNAL SIDEARM KIT	5	\$249.00	\$249.00	\$1,245.00

Total: **\$11,865.50**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

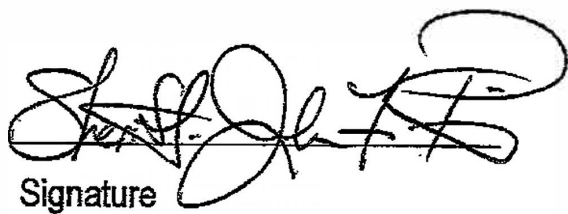
This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

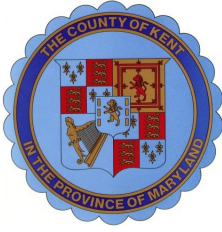
Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.


Signature

12-28-2021
Date Signed

12/22/2021



**Robert Baldwin, District Manager, Kent Soil and Water Conservation
District
6/21/2022
County Commissioners Meeting**

Item Summary:

Erosion and Sediment Control Fees

ATTACHMENTS:

Description

06.21.22 2022 Kent Soil and Water Conservation District Erosion and Sediment Control Fee Analysis and Proposal

06.21.22 MD Annotated Code Agricultural Title 8-311 State Soil Conservation Districts Cost of Review - Fee System

2022 Kent Soil and Water Conservation District Erosion and Sediment Control Fee Analysis and Proposal

Existing Fee Structure (in effect since 2007)

STANDARD SEDIMENT and EROSION CONTROL REVIEW FEES

< 5000 sq ft	\$25.00
5,001 sq ft to 20,000 sq ft	\$100.00
Logging Permit	\$100.00

FORMAL COMMERCIAL/RESIDENTIAL FEES (in effect since 2007)

.46 acres to 1.0 acres	\$120.00
up to 1.5 acres	\$170.00
up to 2.0 acres	\$220.00
up to 2.5 acres	\$270.00
up to 3.0 acres	\$320.00
up to 3.5 acres	\$370.00
up to 4 acres	\$420.00
up to 4.5 acres	\$470.00
up to 5.0 acres	\$520.00
up to 4.5 acres	\$570.00
each additional 1/2 acre	\$50.00

Proposed Fee Structure (to take effect 8/1/2022)

Other Counties (effective date)

TYPE OF PLAN	Kent Co			Talbot Co (11/2021)			Queen Anne's (6/2018)			Cecil Co (1/13)		
	Application Fee		Review Fee	App. Fee		Review Fee	App Fee		Review Fee	App. Fee		Review Fee
Standard 5000 sq. ft. to 20,000 sq ft	\$100.00	+	\$100.00	\$100.00	+	\$100.00	\$200.00	+	\$0.00	\$250.00	+	\$110/ac
Detailed over 20,000 sq ft	\$200.00	+	\$200/ac	\$100.00	+	\$225/ac	\$200.00	+	\$200/ac	\$400.00	+	\$110/ac
Forest Harvest	\$100.00	+	\$20/ac	\$100.00	+	\$50.00	\$75.00	+	\$0.00	\$250.00	+	\$0.00
Shoreline	\$150.00	+	\$150.00	\$100.00	+	\$50.00	\$200.00	+	\$200/ac	\$250.00	+	\$110/ac
Agricultural Structure	\$100.00	+	\$50.00	\$100.00	+	\$50.00	\$200.00	+	\$200/ac	\$250.00	+	\$110/ac
Renewal (before 3 year expiration)	Waived	+	\$200.00	waived	+	\$200.00	N/A	+	N/A	\$125.00	+	\$55/ac
Municipal (Town/County)	Waived	+	\$50/ac	\$100.00	+	\$100/ac	\$200.00	+	\$200/ac	\$250.00	+	\$110/ac

[Go to previous versions of this Section](#)

2021 Maryland Statutes

Agriculture

Title 8 - Soil Conservation

Subtitle 3 - State Soil Conservation Districts

Section 8-311 - Costs of Review of Grading and Sediment Control Plans -- Fee System

Universal Citation: MD. Agriculture Code Ann. § 8-311 (2021)

(a) In order to develop a fee system to be implemented under § 8-306(a)(18) of this subtitle and § 4-103(c) of the Environment Article, a soil conservation district shall each year determine the reasonable costs of review of grading and sediment control plans for the succeeding year.

(b) The soil conservation district shall develop the fee system based on the costs determined under subsection (a) of this section, and shall submit the fee system to the local governing body.

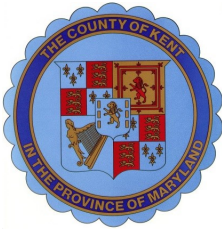
(c) Within 90 days after the soil conservation district submits the final fee system, the local governing body may:

(1) Enact the fee system of the soil conservation district, to take effect within 90 days after the soil conservation district submits the final fee system to the local governing body; or

(2) Enact a different fee system or otherwise provide funding.

(d) If the local governing body fails to accept or modify the fee system submitted by the soil conservation district, the final fee system submitted by the soil conservation district shall take effect on the 91st day after the district submits the fee system to the local governing body, without requiring enactment by the local governing body.

Disclaimer: These codes may not be the most recent version. Maryland may have more current or accurate information. We make no warranties or guarantees about the accuracy, completeness, or adequacy of the information contained on this site or the information linked to on the state site. Please check official sources.



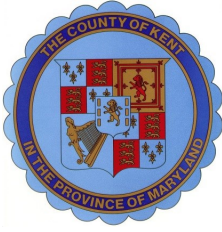
Public Works - Environmental Operations 6/21/2022 County Commissioners Meeting

Item Summary:

Part-Time Recycling Attendant Position

ATTACHMENTS:

Description



Shrewsbury Parish 6/21/2022 County Commissioners Meeting

Item Summary:

Raffle Permit

ATTACHMENTS:

Description

9-2022 Shrewsbury Parish, Raffle Only

9-2022 Shrewsbury Parish, Raffle Only, June 12, 2022, Application

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

MULTIPLE GAMING DEVICE AND RAFFLE PERMIT

PERMIT NO. 9-2022

Name of Organization: SHREWSBURY PARISH
12824 Shrewsbury Church Road, P.O. Box 187
Kennedyville, MD 21645

Responsible Person: Henry Sabetti
P.O. Box 187
Kennedyville, MD 21645

Approved by the Board of County Commissioners: June 9, 2022
Activity Permitted:

- | | | |
|-----|--|-------------------------------------|
| (1) | Multiple Gaming Device | ☐ |
| (2) | Combination Multiple Gaming Device/Raffle | ☐ |
| (3) | Raffle Only | ☒ |
| (4) | "50/50" UP TO \$100 per regular business meeting | ☐ |

Location of Activity: Shrewsbury Parish

Date & Time of Activity: June 12, 2022 4:00 p.m. – 7:00 p.m.

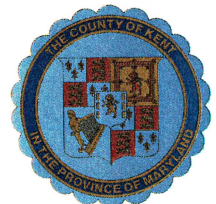
COMMENTS/CONDITIONS:

***Within thirty (30) days after the permitted activity, the organization must submit a "Net Profit Statement" (copy attached) to the County Commissioners' Office.**


Authorized Signature

County Administrator
Title

June 10, 2022
Date



Permit# 9-2022

MULTIPLE GAMING DEVICE AND RAFFLE PERMIT APPLICATION

Pursuant to the provisions of the Annotated Code of Maryland, Criminal Law §§ 13-1701 to 13-1706.

Name of Organization: Shrewsbury Parish

Address of Organization: PO Box 184 Kennedyville, MD. 21645

Telephone: (410) 348-5944

Is the organization formed or located in Kent County? ☒ Yes ☐ No

Does the organization serve the residents of Kent County? ☒ Yes ☐ No

Is this organization tax exempt under the provisions of the Internal Revenue Code? ☒ Yes ☐ No

Tax Exempt Number: 52-6015614

Person responsible for complying with permit regulations and requirements:

Name: Henry Sabetti

Address: Same

E-Mail: henry.sabetti@verizon.net

Telephone: () Same

Type of permit sought: ☒ Raffle Only () Combined gaming devices used in a single fund-raising event

Location address of fund-raising affair: 12824 Shrewsbury Church Rd.
Kennedyville, MD. 21645

Are these premises owned, leased, or regularly occupied by the organization named above? ☒ Yes ☐ No

Date(s) of fund-raising: June 12, 2022

Date and Time of Drawing: June 12th Begin at: 4 pm End at: 7 pm

If you are seeking a permit authorizing only a raffle that is not conducted in combination with other gaming activity, please sign below.

If, however, you are seeking to conduct a fund-raiser using more than one gaming activity in a single event, please complete the following page.

Signature of person completing this application: Henry M. Sabetti

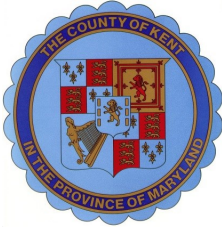
Please Select One:

☐ Pick Up

☒ Mail Permit (will be mailed to person responsible)

County Commissioners
Office

Date 6-9-22 alt



Agricultural Land Preservation Districts Agreements 6/21/2022 County Commissioners Meeting

ATTACHMENTS:

Description

05.24.22 Public Hearing Minutes Agricultural Land Preservation Districts

May 24, 2022

**PUBLIC HEARING
AGRICULTURAL LAND PRESERVATION DISTRICTS**

County Commissioners P. Thomas Mason, Ronald H. Fithian, and Robert N. Jacob, Jr., were in attendance as well as Shelley L. Heller, County Administrator, Thomas N. Yeager, County Attorney, William Mackey, Director and Carla Gerber, Deputy Director, Planning, Housing, and Zoning.

Thomas N. Yeager, County Attorney, read the public hearing procedures for testifying. The public notice was duly advertised and included as part of the record. The rules for a public hearing were in effect.

The public hearing commenced at 10:19 a.m., for the purpose of discussing the voluntary creation of five (5) Agricultural Land Preservation Districts. Ms. Gerber provided a summary of each proposed district and stated the Kent County Planning Commission and the Agricultural Preservation Advisory Board recommended approval of the following applications:

1. Redman Family Farms LLC: Map 36, Parcel 4 and 44 a 118.31-acre farm located on Bakers Lane in the Sixth Election District. The farm consists of 114.5 acres of cropland. Approximately 98.5% of the soils are considered Class I or II. There is one dwelling on the farm and several outbuildings. Approximately 0.5 acres will be withheld for an existing wireless communications tower. The farm is zoned Agricultural Zoning District (AZD) and is part of a block of over 5.360 acres of districts and easements.
2. Goose Chase Farm LLC: Map 51, Parcel 36 a 380.96-acre farm located on Edesville Road in the Fifth Election District. The farm consists of 200 acres of cropland and 180 acres of woodland. Approximately 55.9% of the soils are considered Class II or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and is not adjacent to other protected lands.
3. B and K Family Farm LLC: Map 29, Parcel 8 a 202-acre farm located on Morgnec in the Second Election District. The farm consists of 187 acres of cropland and 13 acres of woodland. Approximately 96% of the soils are considered Class II or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is adjacent to over 480 acres of other districts. This farm is participating in MARBIDCO's Next Generation Program.
4. Harmony Crest Partnership LLC: Map 13, Parcel 78 a 300-acre farm located on Lambs Meadow Road in the Second Election District. The farm consists of 217 acres of cropland and 70 acres of woodland. Approximately 78% of the soils are considered Class I, II, or III. There are two dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and Resource Conservation District (RCD) and is adjacent to a 254-acre easement.

5. Harmony Crest Partnership LLC: Map 6, Parcel 167 a 126.32-acre farm located on Kentmore Park Road in the Second Election District. The farm consists of 101 acres of cropland and 25 acres of woodland. Approximately 69.5% of the soils are considered Class II or III. There are no dwellings on the property. The farm is zoned Agricultural Zoning District (AZD) and Resource Conservation District (RCD) and is adjacent to over 9,100 acres of districts and easements that stretch from the Sassafras River to the Chester River.

Ms. Gerber provided the Commissioners with a protected lands map 2022, and other documentation relative to the process. Mr. Yeager reminded everyone that the hearing was open and invited the public to comment for or against the proposed districts. Genevieve Macfarlane, Esquire, Stevens Palmer, LLC represented Goose Chase Farm, LLC, and spoke in support of her client's application.

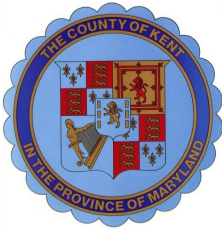
On a motion by Commissioner Fithian and seconded by Commissioner Jacob, the Commissioners unanimously approved the five (5) applications, as presented. The public hearing concluded at 10:25 a.m.

Respectfully submitted,

Sondra M. Blackiston
Clerk/ KATE Manager

Approved:

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



For Your Information
6/21/2022
County Commissioners Meeting

Item Summary:

License Updates

ATTACHMENTS:

Description

06.21.22 KATE License Update



Kent Alcohol and Tobacco Enforcement

To: Commissioners Mason, Fithian, and Jacob
From: Bonnie S. Pearsall, Inspector
Date: June 21, 2022
Subject: License Updates

Memorandum

Licenses

May 25, 2022:

Class B Country Inn, Beer, Wine, and Liquor License No. 4824 was issued to Freedom Hospitality, Inc., trading as Great Oak Manor

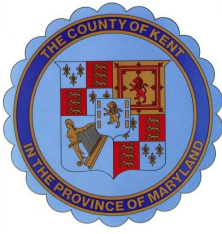
Class B, Beer, Wine, and Liquor License No. 4759 was issued to Goose Pointe, LLC trading as 98 Cannon Riverfront Grille

May 26, 2022:

Class B, Beer, Wine, and Liquor License No. 4765 was issued to Shottie N Huey, LLC trading as Blue Heron Oyster House and Inn

General Update

Still working in good faith with 7 establishments to clear minor compliance issues.



Procedures For Public Comment 6/21/2022 County Commissioners Meeting

ATTACHMENTS:

Description

Press and Public Comments 2022

06.21.22 Public Comments Sign In Sheet

Press and Public Comments

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

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

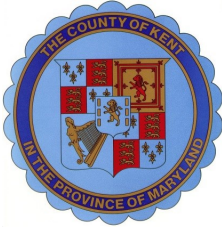
Comments in writing are welcomed and should be given to the staff after your presentation. Any person making personal, impertinent, or slanderous remarks, or whose speech or actions become disruptive, will be asked to leave the meeting.

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

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

**PUBLIC COMMENTS
SIGN IN SHEET
June 21, 2022**

NAME (please print)	ADDRESS	TOPIC



American Rescue Plan Act (ARPA) Funds Spend Plan 6/21/2022 County Commissioners Meeting

ATTACHMENTS:

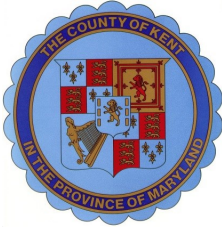
Description

6-14-2022 ARPA Fund Commissioner Report

**FY22 AMERICAN RESCUE PLAN ACT FUND
AS OF COMMISSIONER MEETING MINUTES DATED
6/14/2022**

AMERICAN RESCUE PLAN ACT FUND

DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION
8/31/2021	Water & Wastewater Fund	\$ 275,000	Clariflocculator Replacement Project
9/21/2021	KC Local Management Board	112,800	Feed the Elderly Year 1
10/26/2021	Information Technology	67,429	AV System
10/26/2021	Information Technology	27,095	IT Software
12/14/2021	Information Technology	665,000	Neighborhood Grants & Infrastructure Grants Office of Statewide Broadband
1/11/2022	Water & Wastewater Fund	2,817	Change order #1 equipment and cabinet, Fairlee Clariflocculator Replacement Project
1/11/2022	Water & Wastewater Fund	90,642	Change order #2 Demo, aeration tower, Fairlee Clariflocculator Replacement Project
2/1/2022	Emergency Operations Center	14,087	A/V equipment in EOC-video conferencing
2/8/2022	Water & Wastewater Fund	110,065	SCADA Pump Station Monitoring
2/8/2022	Water & Wastewater Fund	57,500	Kent County Regional Wastewater Treatment Plant Feasibility Study-Millington/Rt 301
2/8/2022	Water & Wastewater Fund	52,910	Tolchester Wastewater Treatment Plant Influent Screen Replacement Project-design services
3/8/2022	KC Local Management Board	204,115	Feed the Elderly Year 2 and Year 3
3/22/2022	Water & Wastewater Fund	32,981	Worton WWTP influent lagoon-engineering- Design and bid services
AMOUNT OF FUNDS COMMITTED		\$ 1,712,441	
AMOUNT OF ARPA FUNDS		\$ 3,766,777	
BALANCE OF ARPA FUNDS REMAINING		\$ 2,054,336	



Contingency and Use of Fund Balance Report 6/21/2022 County Commissioners Meeting

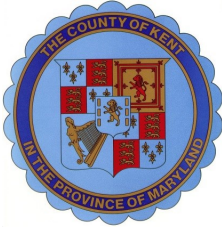
ATTACHMENTS:

Description

6-14-2022 Commissioner Report Contingency

**FY22 CONTINGENCY & USE OF FUND BALANCE
AS OF COMMISSIONERS MEETING MINUTES DATED
June 14, 2022**

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
10/12/21	Buildings/Grounds-Court House	40,852	HVAC split system-Court House
10/26/21	Water and Wastewater Fund	129,600	Water/Sewer allocation fees waiver for Kent County Society project in Worton (12/1/2020)
8/3/21	Buildings/Grounds-Court House	24,940	Asbestos Abatement - Court House, replacement of tiles, Clerk of Courts
11/30/21	Kent County Health Department (KCHD)	(227,000)	Move funding source to ARPA from Contingency
12/21/21	Information Technology	29,294	Hiring of staff for vaccination & testing clinic
1/18/22	Legal Counsel	20,000	Replace Uninterrupted Power Supply (UPS)
1/25/25	Social Services	5,500	Morgue Road Solar Litigation expenses
2/15/22	Kent Ag Center, Inc	41,710	Lodging at Driftwood Inn to help the homeless during the month of February
3/22/22	Social Services	5,500	Complete Pavilion Project
3/22/22	Kent County Department of Social Services	2,660	Lodging at Driftwood Inn to help the homeless during the month of March
4/5/22	Accountability Office	4,500	Summer SNAP program
4/5/22	Village of Kennedyville	10,000	Consultant for implementing Police Accountability Board
4/12/22	Information Technology	33,520	Village of Kennedyville - legal fees associated with transfer of unsold lots and open space
4/12/22	Information Technology	2,234	Cybersecurity Software and Hardware
4/19/22	Chestertown Garden Club	2,500	Ransomware
5/3/22	Upper Shore Aging	38,000	Mulch flower beds at Garnet Elementary School
6/7/22	Local Management Board	6,775	Replacement of four air condition and heating
		-	Furniture purchase related to moving of Office systems.
TOTAL		<u>\$ 438,540</u>	
BEGINNING CONTINGENCY BUDGET		\$ 500,000	
ENDING CONTINGENCY BALANCE		<u>\$ 61,460</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
10/19/2021	Human Resources	\$ 3,269	Transfer of current employee to HR Specialist
4/12/2022	Contingency	\$ 100,000	Increase Contingency
TOTAL		<u>\$ 173,201</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.			



Shelley Heller, County Administrator
6/21/2022
County Commissioners Meeting

Item Summary:

Personnel

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.