

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

**May 14, 2024**

9:30 a.m. - Tour The Choptank Mobile Health Unit at 400 High Street

Choptank Mobile Unit - Tour Available

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, May 7, 2024

#2 - Liquor Minutes, May 7, 2024

#3 - Closed Session Minutes, May 7, 2024

#4 - Bill Mackey, Director, Planning, Housing, and Zoning  
Release Letters of Credit

Appointments

Sara Rich, CEO, and Lucie Hughes, Director of Communications, Choptank Community Health

General Update and Mobile Health Unit

Proclamation

Jamie L. Williams, Director, Economic and Tourism Development

National Travel and Tourism Week May 19 - May 25, 2024 Proclamation

Departmental Appointments

Jamie L. Williams, Director, Economic and Tourism Development

Economic Development Administration Tourism Grant for iHeart Media

Pete Landon, Director Office of Emergency Services

Kent County Fire Chiefs Group Term Life Insurance Policy - Annual Renewal

Pete Landon, Director Office of Emergency Services

2024 State Homeland Security Grant and Emergency Management Program Grant Applications

Pete Landon, Director Office of Emergency Services

Kent County Health Department Agreement for Office of Emergency Services Funding

Police Accountability Board, Frank McGarvey, Police Accountability Officer Kent County

Police Trial Board Judge Memorandum of Agreement

Bill Mackey, Director, Planning, Housing, and Zoning

2024 Annexation of the American Legion Property by the Town of Betterton

Rob Tracey, Associate Planner, Planning, Housing, and Zoning

## Establishment of Kent County Agricultural Preservation Districts

### Public Works Director

Dan Mattson, Director, Public Works

Water and Wastewater Division - Allocation Transfer Request

Dan Mattson, Director, Public Works

Water and Wastewater Division - Sewer Allocation Request

Dan Mattson, Director, Public Works

Requested Vehicle Order in Advance of Final FY2025 Budget Approval

### Human Resources Director

Jim Miller, Director, Human Resources

Deputy Director of Public Works Vacancy

### County Administrator

Jennifer Hizer, Assistant Director of Government Grants, Washington College

### Letters for Signature

Commission On Aging

Thank You Letters

### Public Comment/Media Review

Procedures For Public Comment

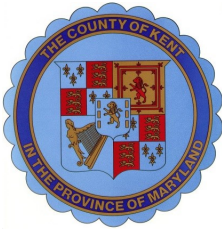
### American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan

### Contingency Fund

Contingency and Use of Fund Balance Report

(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.)



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**Choptank Mobile Unit - Tour Available  
5/14/2024  
County Commissioners Meeting**

**ATTACHMENTS:**

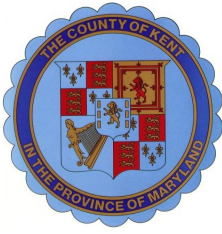
Description

Choptank

Commissioners, staff, and the public can tour the Unit at 9:30 a.m.





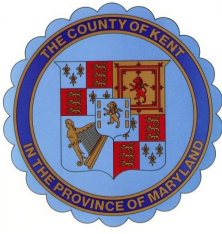


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**#1 - Regular Session Minutes, May 7, 2024  
5/14/2024  
County Commissioners Meeting**

**ATTACHMENTS:**

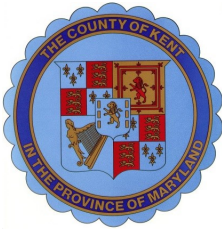
Description



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**#2 - Liquor Minutes, May 7, 2024  
5/14/2024  
County Commissioners Meeting**

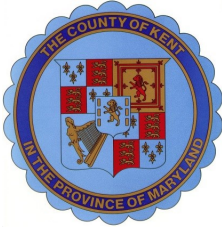
ATTACHMENTS:  
Description



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**#3 - Closed Session Minutes, May 7, 2024  
5/14/2024  
County Commissioners Meeting**

ATTACHMENTS:  
Description



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**#4 - Bill Mackey, Director, Planning, Housing, and Zoning**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Release Letters of Credit

**ATTACHMENTS:**

**Description**

05.14.24 WSFA Bank Pep-Up, Inc, Stormwater Management & Sediment and Erosion Control LOC 21-18  
& 21-19 Release

Request to release Letter of Credits



**The County Commissioners of Kent County**  
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member  
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

May 14, 2024

WSFS Bank  
500 Delaware Avenue  
Wilmington, Delaware 19801

Re: Pep-Up, Inc. – Stormwater Management & Sediment and Erosion Control  
Letter of Credit No. 21-18 & No. 21-19

Dear Mr. Scarpitti:

The County Commissioners approved the release of Letter of Credit No. 21-18 in the amount of \$114,461.00 for Stormwater Management and Letter of Credit No. 21-19 in the amount of \$44,943.00 for Sediment and Erosion Control. The Kent County Department of Public Works verified that all County requirements have been met and the Letter of Credit No. 21-18 should be released. Kent Soil and Water Conservation District verified that all County requirements have been met and the Letter of Credit No. 21-19 should be released.

If you have any questions, please do not hesitate to contact Dan Mattson, Director, Public Works at 410-778-7409 or Robert Baldwin, District Manager, Kent Soil and Water Conservation District at 410-778-5150 ext. 3281.

Very truly yours,  
THE COUNTY COMMISSIONERS  
OF KENT COUNTY, MARYLAND

A handwritten signature in blue ink that reads "Ronnie Fithian".

Ronald H. Fithian, President

KCC:lrc

Enclosure(s): Copies of Letter of Credit No. 21-18, Stormwater Management and Letter of Credit No. 21-19, Sediment and Erosion Control

cc: Dan Mattson, Director, Public Works

Robert Baldwin, District Manager, Kent Soil and Water Conservation District

William Mackey, Director, Planning, Housing, and Zoning



April 11, 2024

Maria Grieb  
Kent County, Maryland  
400 High Street  
Chestertown, MD 21620  
410-810-2223  
[mgrieb@kentgov.org](mailto:mgrieb@kentgov.org)

Dear Maria,

It is our understanding that as Beneficiary, Kent County holds certain Letter(s) of Credit in the name of Pep-Up, Inc. for stormwater management and sediment control. If Kent County no longer requires these Letter(s) of Credit to be held as security for their underlying need, they can be released and returned to WSFS Bank for us to cancel. As a legal credit instrument, WSFS must have the original document returned to us in order to cancel the commitment.

500245477-709 - \$114,561.00  
500245477-719 - \$44,943.00

They can be FedEx to my attention at 500 Delaware Avenue, Wilmington, DE 19801

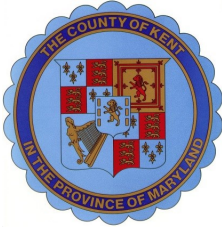
Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink that reads 'Christopher L. Scarpitti'. The signature is written in a cursive style with a large, stylized 'C' at the beginning.

Christopher L. Scarpitti  
Senior Vice President  
(302) 545-1074  
[cscarpitti@wsfsbank.com](mailto:cscarpitti@wsfsbank.com)

cc: Bryan Pepper



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**Sara Rich, CEO, and Lucie Hughes, Director of Communications,  
Choptank Community Health**

**5/14/2024**

**County Commissioners Meeting**

**Item Summary:**

General Update and Mobile Health Unit

**ATTACHMENTS:**

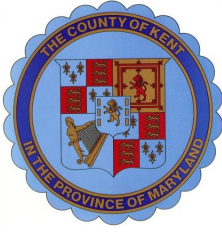
Description

Choptank

Commissioners, staff, and the public can tour the Unit at 9:30 a.m.







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**Jamie L. Williams, Director, Economic and Tourism Development**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

National Travel and Tourism Week May 19 - May 25, 2024 Proclamation

**ATTACHMENTS:**

**Description**

05.14.24 Proclamation, National Travel and Tourism Week May 19-25, 2024

Economic Tourism Development NA Cover - Proclamation

2022 Tourism Stats Kent County

# *Kent County, Maryland*



## *Proclamation*

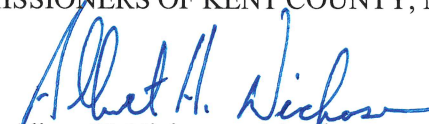
### **National Travel and Tourism Week May 19-25, 2024**

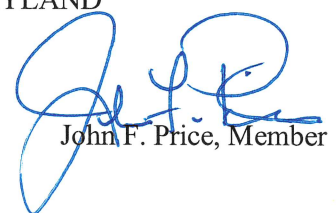
- WHEREAS,** National Travel and Tourism Week (NTTW) was established in 1983 and is an annual tradition to celebrate the U.S. travel community and travel's essential role in stimulating economic growth, cultivating vibrant communities, creating quality job opportunities, inspiring new businesses and elevating the quality of life for Americans every day; and
- WHEREAS,** The Kent County Board of County Commissioners recognizes that the travel and tourism industry provides significant economic benefits for Kent County; and
- WHEREAS,** Tourism ranks as one of the largest industries in Kent County; and
- WHEREAS,** Visitor spending created a positive economic impact of more than 72 million dollars in expenditures bringing in over 328,000 visitors in 2022; and
- WHEREAS,** More than four hundred jobs in Kent County are directly associated with the tourism industry; and
- WHEREAS,** Tourism Week recognizes and celebrates the importance of welcoming visitors to Kent County, an area rich in history, agriculture, marine life, performing and visual arts, recreational opportunities, small-town appeal, and
- WHEREAS,** The economic impact of the tourism industry directly affects the quality of life of Kent County citizens, by contributing to our businesses and local tax coffers.

**NOW, THEREFORE, WE, THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND,** do hereby proclaim the week of May 19-25, 2024, to be "NATIONAL TRAVEL AND TOURISM WEEK", and call upon the people in Kent County to join their fellow citizens across the United States in recognizing and participating in this important observance.

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

  
Ronald H. Fithian, President

  
Albert H. Nickerson, Member

  
John F. Price, Member

May 14, 2024



## Department of Economic and Tourism Development

### National Travel & Tourism Week

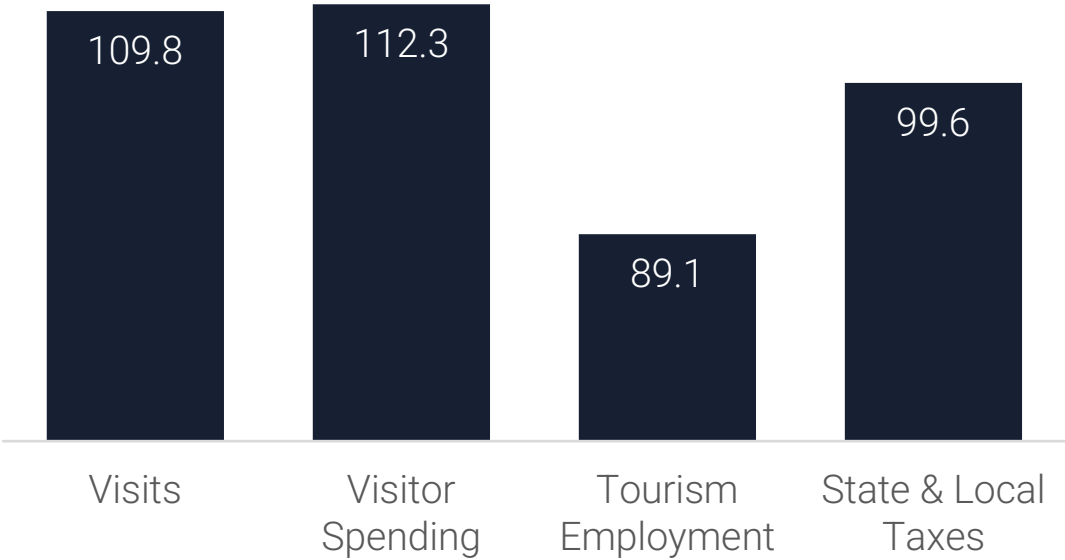




# KENT COUNTY HIGHLIGHTS

Several key indicators in Kent County are near or have surpassed pre-pandemic (2019) levels in 2022.

**Kent County key indicators**  
Comparison of 2022 with 2019 data, 2019=100



Source: D. K. Shifflet, Tourism Economics

## VISITOR VOLUME

Visitor volume in 2022 in Kent County has grown to 109% of 2019 levels.

### Kent County visitor volume

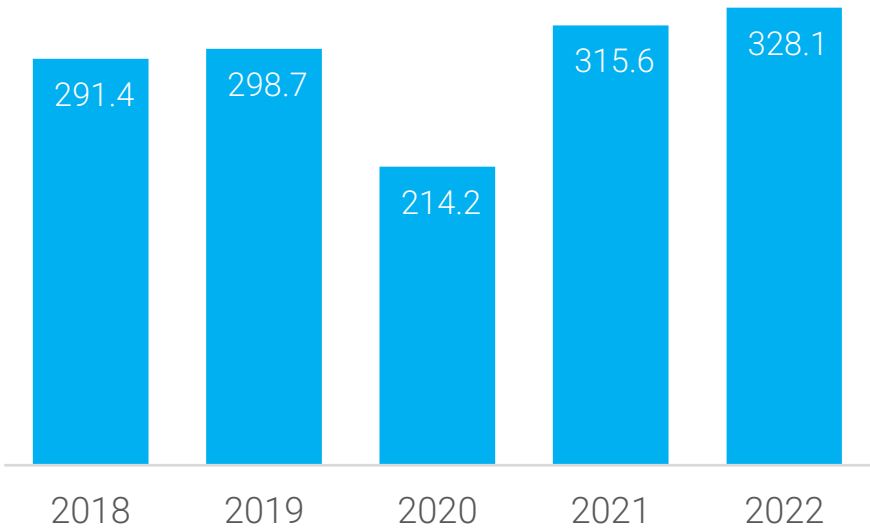
Amounts in thousands of visitors

|                | 2018  | 2019  | 2020   | 2021  | 2022  |
|----------------|-------|-------|--------|-------|-------|
| Visitors       |       |       |        |       |       |
| Day            | 193.5 | 201.9 | 136.1  | 206.4 | 225.3 |
| Overnight      | 97.9  | 96.8  | 78.1   | 109.1 | 102.8 |
| Total Visitors | 291.4 | 298.7 | 214.2  | 315.6 | 328.1 |
| Growth rate    |       | 2.5%  | -28.3% | 47.4% | 4.0%  |

Source: D. K. Shifflet, Tourism Economics

### Kent County visitor volume

Amounts in thousands of visitors



Source: D. K. Shifflet, Tourism Economics





# KENT COUNTY VISITOR SPENDING

Visitor spending grew 5% in Kent County in 2022, growth of over \$21 million.

## Kent County visitor spending and annual growth

Amounts in \$ millions, 2022 % change, and % recovered relative to 2019

|                               | 2018          | 2019          | 2020          | 2021          | 2022          | 2022 Growth | % relative to 2019 |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|-------------|--------------------|
| <b>Total visitor spending</b> | <b>\$63.2</b> | <b>\$63.9</b> | <b>\$46.9</b> | <b>\$68.4</b> | <b>\$71.8</b> | <b>5.0%</b> | <b>112.3%</b>      |
| Lodging*                      | \$31.1        | \$32.4        | \$22.8        | \$29.5        | \$32.7        | 10.7%       | 100.9%             |
| Food & beverage               | \$10.5        | \$10.8        | \$8.4         | \$13.3        | \$12.9        | -2.7%       | 119.6%             |
| Retail                        | \$5.1         | \$4.8         | \$4.2         | \$6.2         | \$6.5         | 3.3%        | 134.5%             |
| Recreation                    | \$9.0         | \$8.6         | \$6.1         | \$9.4         | \$9.3         | -1.0%       | 108.1%             |
| Transportation**              | \$7.5         | \$7.3         | \$5.4         | \$10.0        | \$10.4        | 4.8%        | 142.1%             |

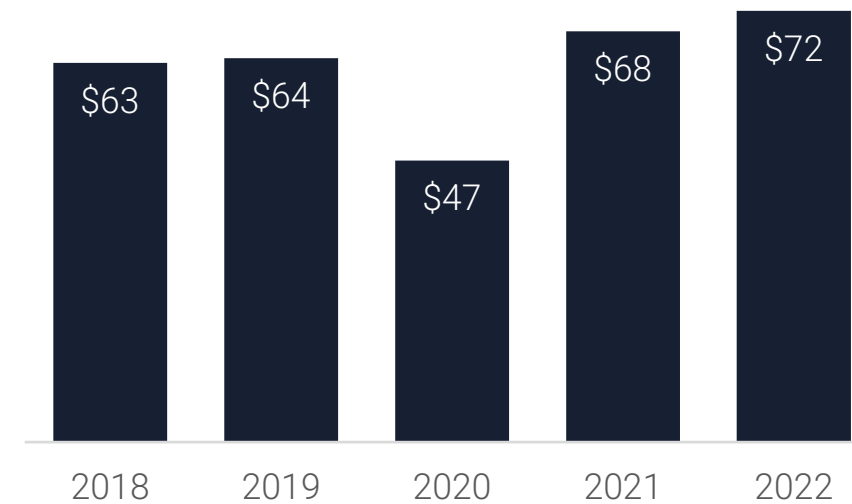
\* Lodging includes 2<sup>nd</sup> home spending

\*\* Transportation includes both ground and air transportation

Source: D. K. Shifflet, Tourism Economics

## Kent County visitor spending

Amounts in \$ millions



Source: D. K. Shifflet, Tourism Economics

## Visitor spending by category

Percent of total



Source: D. K. Shifflet, Tourism Economics

# KENT COUNTY ECONOMIC IMPACTS

Nearly 640 visitor-supported jobs represent 8.4% of all jobs in Kent County.

## Visitor impacts in Kent County

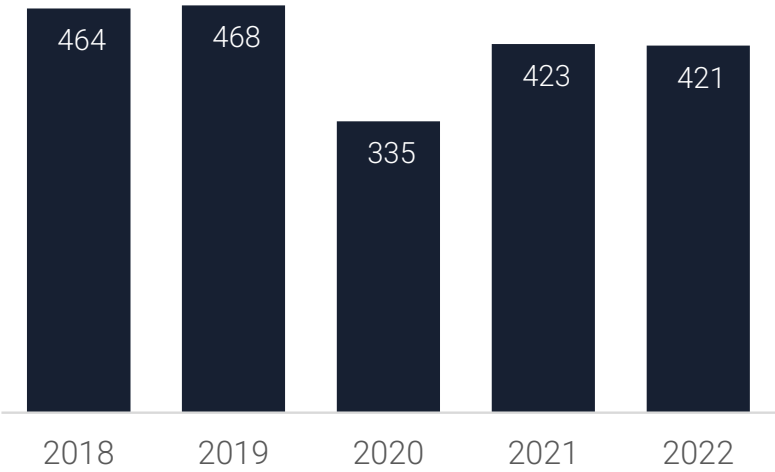
Employment in units, income and taxes in \$ millions

|                | 2018   | 2019   | 2020   | 2021   | 2022   | 2022 Growth | % relative to 2019 |
|----------------|--------|--------|--------|--------|--------|-------------|--------------------|
| Employment     |        |        |        |        |        |             |                    |
| Direct         | 464    | 468    | 335    | 423    | 421    | -0.4%       | 90.1%              |
| Total          | 707    | 712    | 534    | 639    | 635    | -0.6%       | 89.1%              |
| Share of State | 0.31%  | 0.31%  | 0.32%  | 0.37%  | 0.34%  |             |                    |
| Labor Income   |        |        |        |        |        |             |                    |
| Direct         | \$14.4 | \$14.6 | \$12.3 | \$16.4 | \$16.5 | 0.6%        | 112.9%             |
| Total          | \$27.2 | \$27.8 | \$24.1 | \$29.7 | \$29.6 | -0.1%       | 106.7%             |
| Share of State | 0.26%  | 0.26%  | 0.30%  | 0.34%  | 0.31%  |             |                    |
| Tax revenues   |        |        |        |        |        |             |                    |
| Federal        | \$6.1  | \$6.2  | \$4.8  | \$6.1  | \$6.2  | 2.3%        | 101.2%             |
| State & Local  | \$8.7  | \$8.8  | \$7.0  | \$8.7  | \$8.8  | 1.0%        | 99.6%              |
| Hotel          | \$0.3  | \$0.3  | \$0.2  | \$0.4  | \$0.4  | -4.3%       | 122.4%             |
| Total          | \$15.1 | \$15.3 | \$11.9 | \$15.2 | \$15.4 | 1.4%        | 100.7%             |

Source: Tourism Economics

## Kent County direct employment timeline

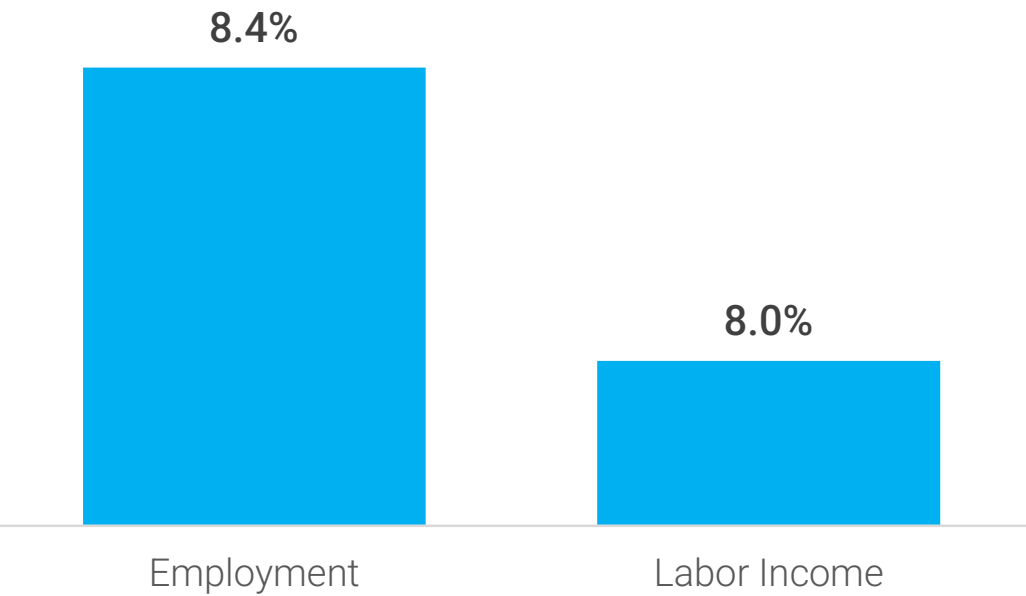
Amounts in jobs



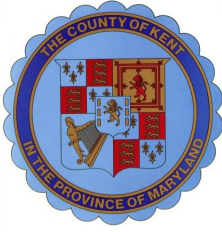
Source: Tourism Economics

## Tourism share of county economy

Tourism share of payroll employment and income



Source: BLS, Tourism Economics



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**Jamie L. Williams, Director, Economic and Tourism Development**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Economic Development Administration Tourism Grant for iHeart Media

**ATTACHMENTS:**

**Description**

05.14.24 Insertion Order iHeart Media FY2024

05.14.24 Insertion Order iHeart Media FY2025

# Proposal Summary



|                                                                                                                     |                                                                   |
|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Advertiser: Kent County Maryland<br>Agency: Direct<br>Name: FY24<br>Dates: 06/03/24 - 07/14/24<br>AE: Lindley Bucci | Net Cost: \$17,150.00<br>Rates and Inventory valid until 05/20/24 |
|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|

## Product Summary

|                                                                                   |               |                                  |                     |                     |                          |                         |
|-----------------------------------------------------------------------------------|---------------|----------------------------------|---------------------|---------------------|--------------------------|-------------------------|
|  | Miscellaneous | Run Dates<br>06/03/24 - 07/14/24 |                     |                     | Gross Cost<br>\$750.00   | Net Cost<br>\$750.00    |
|  | Broadcast     | Run Dates<br>06/03/24 - 07/14/24 |                     |                     |                          | Net Cost<br>\$11,670.00 |
|  | Podcast       | Run Dates<br>06/03/24 - 07/14/24 | Est. Gls<br>220,000 | Est. CPM<br>\$21.50 | Gross Cost<br>\$4,730.00 | Net Cost<br>\$4,730.00  |





## Broadcast Summary



Title: FY24

Advertiser: Kent County  
Maryland

Agency: Direct

Spots: 145

Net Cost: \$11,670.00

Rates and Inventory valid until 05/20/24

Date/Time: 05/13/24 06:53pm

Audience Selection:

Primary: 25 - 54 Persons  
N/A

## Schedule Summary

|                          | Total<br>Spots | Net Cost    | Reach   | Reach<br>% | Freq. |
|--------------------------|----------------|-------------|---------|------------|-------|
| SCHEDULE TOTALS/AVERAGES | 145            | \$11,670.00 | 185,800 | 16.7       | 2.6   |
| BALTIMORE-MD             | 145            | \$11,670.00 | 185,800 | 16.7       | 2.6   |

# Spot Schedule



## BALTIMORE-MD

Nielsen Survey(s): Mar 2024, Feb 2024, Jan 2024 - MSA

Counties/Zips: N/A

Icon Key: Non-iHM stations, Out of Market/Adjacent Stations

### WPOC-FM (Country - Mainstream)

| Station/Daypart           | Spots | Rate    | Length | Net Cost   |
|---------------------------|-------|---------|--------|------------|
| STATION TOTALS / AVERAGES | 72    | \$82.50 |        | \$5,940.00 |

#### 06/03/24 - 07/14/24 - 6 weeks

|                |    |          |    |          |
|----------------|----|----------|----|----------|
| Total per week | 12 | \$82.50  |    | \$990.00 |
| Mo-Fr 6a-7p    | 6  | \$125.00 | 30 | \$750.00 |
| Sa-Su 6a-7p    | 6  | \$40.00  | 30 | \$240.00 |

### WQSR-FM (Adult Hits - Variety/Mix)

| Station/Daypart           | Spots | Rate    | Length | Net Cost   |
|---------------------------|-------|---------|--------|------------|
| STATION TOTALS / AVERAGES | 73    | \$78.43 |        | \$5,730.00 |

#### 06/03/24 - 06/09/24 - 1 week

|                |    |          |    |            |
|----------------|----|----------|----|------------|
| Total per week | 13 | \$83.08  |    | \$1,080.00 |
| Mo-Fr 6a-7p    | 6  | \$120.00 | 30 | \$720.00   |
| Sa-Su 6a-7p    | 6  | \$35.00  | 30 | \$210.00   |
| Mo-Fr 6a-10a   | 1  | \$150.00 | 30 | \$150.00   |

#### 06/10/24 - 07/14/24 - 5 weeks

|                |    |          |    |          |
|----------------|----|----------|----|----------|
| Total per week | 12 | \$77.50  |    | \$930.00 |
| Mo-Fr 6a-7p    | 6  | \$120.00 | 30 | \$720.00 |
| Sa-Su 6a-7p    | 6  | \$35.00  | 30 | \$210.00 |
| Mo-Fr 6a-10a   | 0  | \$150.00 | 30 | \$0.00   |

|              | Gross Cost | Net Cost |
|--------------|------------|----------|
| MISC TOTALS  | \$750      | \$750    |
| BALTIMORE-MD | \$750      | \$750    |

|                                | Asset           | Event | Mo. Qty | Mo. Rate | Gross Cost | Net Cost |
|--------------------------------|-----------------|-------|---------|----------|------------|----------|
| WPOC-FM (Country - Mainstream) |                 |       |         |          |            |          |
| 06/03/24 - 06/30/24 (1mo.)     | Endorsement Fee | N/A   | 5       | \$125    | \$625      | \$625    |
| Notes: Talent Fee - St. Pierre |                 |       |         |          |            |          |
| 07/01/24 - 07/14/24 (1mo.)     | Endorsement Fee | N/A   | 1       | \$125    | \$125      | \$125    |
| Notes: Talent Fee - St. Pierre |                 |       |         |          |            |          |

# Digital Summary



Gross Impressions: 220,000  
CPM: \$21.50  
Gross Total Cost: \$4,730.00  
Net Total Cost: \$4,730.00  
Dates: 06/03/24 - 07/14/24  
Rates and Inventory valid until 05/20/24

## Product Summary

| Products | Dates               | Ordered Impressions | CPM     | Gross Total Cost | Net Total Cost |
|----------|---------------------|---------------------|---------|------------------|----------------|
| PODCAST  | 06/03/24 - 07/14/24 | 220,000             | \$21.50 | \$4,730.00       | \$4,730.00     |

Podcast Products

| Dates | Unit Type | Ordered Quantity | Gross Unit Cost | Gross Cost | Cost Method | Agency Comission | Net Unit Cost | Net Cost |
|-------|-----------|------------------|-----------------|------------|-------------|------------------|---------------|----------|
|-------|-----------|------------------|-----------------|------------|-------------|------------------|---------------|----------|

iHeart Audience Network (iAN) - Podcast

|                     |             |         |         |            |     |    |         |            |
|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|
| 06/03/24 - 07/14/24 | Impressions | 220,000 | \$21.50 | \$4,730.00 | CPM | 0% | \$21.50 | \$4,730.00 |
|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|

Targeting Summary

iAN Podcast Networks=Network-Conqueror, Network-Explorer, Network-Vivacious; Geo:DMA=Baltimore MD

|        |                     |             |         |         |            |     |    |         |            |
|--------|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|
| TOTALS | 06/03/24 - 07/14/24 | Impressions | 220,000 | \$21.50 | \$4,730.00 | CPM | 0% | \$21.50 | \$4,730.00 |
|--------|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|

Please click [here](#) to view our terms and conditions.

**Signature:** Jeffrey Spokes  
Jeffrey Spokes (May 13, 2024 10:54 EDT)

**Email:** jeffreyspokes@iheartmedia.com

**Signature:** Ronnie Fithian Ronald H. Fithian  
President

**Email:** sboulden@kentgov.org

# Proposal Summary



|                                                                                                                     |                                                                   |
|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Advertiser: Kent County Maryland<br>Agency: Direct<br>Name: FY25<br>Dates: 05/05/25 - 06/15/25<br>AE: Lindley Bucci | Net Cost: \$17,150.00<br>Rates and Inventory valid until 05/17/24 |
|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|

## Product Summary

|                                                                                   |               |                                  |                     |                     |                          |                         |
|-----------------------------------------------------------------------------------|---------------|----------------------------------|---------------------|---------------------|--------------------------|-------------------------|
|  | Miscellaneous | Run Dates<br>05/05/25 - 06/15/25 |                     |                     | Gross Cost<br>\$750.00   | Net Cost<br>\$750.00    |
|  | Broadcast     | Run Dates<br>05/05/25 - 06/15/25 |                     |                     |                          | Net Cost<br>\$11,670.00 |
|  | Podcast       | Run Dates<br>05/05/25 - 06/15/25 | Est. Gls<br>220,000 | Est. CPM<br>\$21.50 | Gross Cost<br>\$4,730.00 | Net Cost<br>\$4,730.00  |





Title: FY25

Advertiser: Kent County  
Maryland

Agency: Direct

Spots: 145

Net Cost: \$11,670.00

Rates and Inventory valid until 05/17/24

Date/Time: 05/10/24 11:31pm

Audience Selection:

Primary: 25 - 54 Persons  
N/A

## Schedule Summary

|                          | Total<br>Spots | Net Cost    | Reach   | Reach<br>% | Freq. |
|--------------------------|----------------|-------------|---------|------------|-------|
| SCHEDULE TOTALS/AVERAGES | 145            | \$11,670.00 | 186,300 | 16.8       | 2.6   |
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BALTIMORE-MD

Nielsen Survey(s): Mar 2024, Feb 2024, Jan 2024 - MSA

Counties/Zips: N/A

Icon Key:  Non-iHM stations,  Out of Market/Adjacent Stations

WPOC-FM (Country - Mainstream)

| Station/Daypart           | Spots | Rate    | Length | Net Cost   |
|---------------------------|-------|---------|--------|------------|
| STATION TOTALS / AVERAGES | 73    | \$83.37 |        | \$6,090.00 |

05/05/25 - 05/11/25 - 1 week

|                |    |          |    |            |
|----------------|----|----------|----|------------|
| Total per week | 13 | \$87.69  |    | \$1,140.00 |
| Mo-Fr 6a-10a   | 1  | \$150.00 | 30 | \$150.00   |
| Mo-Fr 6a-7p    | 6  | \$125.00 | 30 | \$750.00   |
| Sa-Su 6a-7p    | 6  | \$40.00  | 30 | \$240.00   |

05/12/25 - 06/15/25 - 5 weeks

|                |    |          |    |          |
|----------------|----|----------|----|----------|
| Total per week | 12 | \$82.50  |    | \$990.00 |
| Mo-Fr 6a-10a   | 0  | \$150.00 | 30 | \$0.00   |
| Mo-Fr 6a-7p    | 6  | \$125.00 | 30 | \$750.00 |
| Sa-Su 6a-7p    | 6  | \$40.00  | 30 | \$240.00 |

WQSR-FM (Adult Hits - Variety/Mix)

| Station/Daypart           | Spots | Rate    | Length | Net Cost   |
|---------------------------|-------|---------|--------|------------|
| STATION TOTALS / AVERAGES | 72    | \$77.50 |        | \$5,580.00 |

05/05/25 - 06/15/25 - 6 weeks

|                |    |          |    |          |
|----------------|----|----------|----|----------|
| Total per week | 12 | \$77.50  |    | \$930.00 |
| Mo-Fr 6a-7p    | 6  | \$120.00 | 30 | \$720.00 |
| Sa-Su 6a-7p    | 6  | \$35.00  | 30 | \$210.00 |

|                    | Gross Cost   | Net Cost     |
|--------------------|--------------|--------------|
| <b>MISC TOTALS</b> | <b>\$750</b> | <b>\$750</b> |
| BALTIMORE-MD       | \$750        | \$750        |

|                                | Asset           | Event | Mo. Qty | Mo. Rate | Gross Cost | Net Cost |
|--------------------------------|-----------------|-------|---------|----------|------------|----------|
| WPOC-FM (Country - Mainstream) |                 |       |         |          |            |          |
| 06/02/25 - 06/15/25 (1mo.)     | Endorsement Fee | N/A   | 5       | \$125    | \$625      | \$625    |
| Notes: Talent Fee - St. Pierre |                 |       |         |          |            |          |
| 05/05/25 - 05/25/25 (1mo.)     | Endorsement Fee | N/A   | 1       | \$125    | \$125      | \$125    |
| Notes: Talent Fee - St. Pierre |                 |       |         |          |            |          |

# Digital Summary



Gross Impressions: 220,000  
CPM: \$21.50  
Gross Total Cost: \$4,730.00  
Net Total Cost: \$4,730.00  
Dates: 05/05/25 - 06/15/25  
Rates and Inventory valid until 05/17/24

## Product Summary

| Products | Dates               | Ordered Impressions | CPM     | Gross Total Cost | Net Total Cost |
|----------|---------------------|---------------------|---------|------------------|----------------|
| PODCAST  | 05/05/25 - 06/15/25 | 220,000             | \$21.50 | \$4,730.00       | \$4,730.00     |

 Podcast Products

| Dates | Unit Type | Ordered Quantity | Gross Unit Cost | Gross Cost | Cost Method | Agency Comission | Net Unit Cost | Net Cost |
|-------|-----------|------------------|-----------------|------------|-------------|------------------|---------------|----------|
|-------|-----------|------------------|-----------------|------------|-------------|------------------|---------------|----------|

iHeart Audience Network (iAN) - Podcast

|                     |             |         |         |            |     |    |         |            |
|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|
| 05/05/25 - 06/15/25 | Impressions | 220,000 | \$21.50 | \$4,730.00 | CPM | 0% | \$21.50 | \$4,730.00 |
|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|

Targeting Summary

iAN Podcast Networks=Network-Conqueror, Network-Explorer, Network-Vivacious; Geo:DMA=Baltimore MD

|        |                     |             |         |         |            |     |    |         |            |
|--------|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|
| TOTALS | 05/05/25 - 06/15/25 | Impressions | 220,000 | \$21.50 | \$4,730.00 | CPM | 0% | \$21.50 | \$4,730.00 |
|--------|---------------------|-------------|---------|---------|------------|-----|----|---------|------------|

Please click [here](#) to view our terms and conditions.

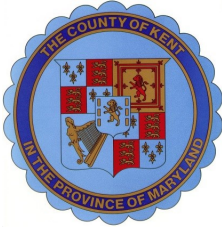
Signature: Jeffrey Spokes  
Jeffrey Spokes (May 16, 2024 15:41 EDT)

Email: jeffreyspokes@iheartmedia.com

Signature: Ronnie Fithian

Email: sboulden@kentgov.org

Ronald H. Fithian  
President



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**Pete Landon, Director Office of Emergency Services**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

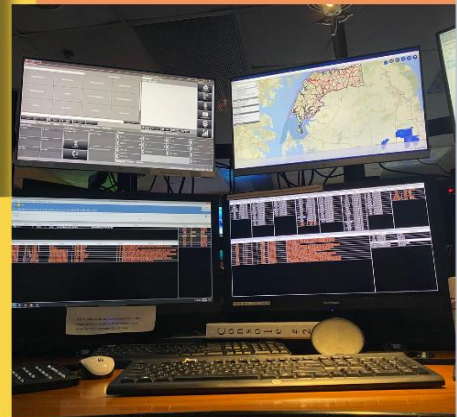
Kent County Fire Chiefs Group Term Life Insurance Policy - Annual Renewal

**ATTACHMENTS:**

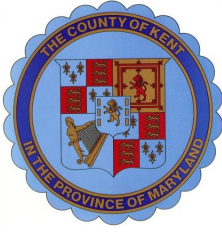
Description

NA Cover Sheet









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**Pete Landon, Director Office of Emergency Services**  
**5/14/2024**  
**County Commissioners Meeting**

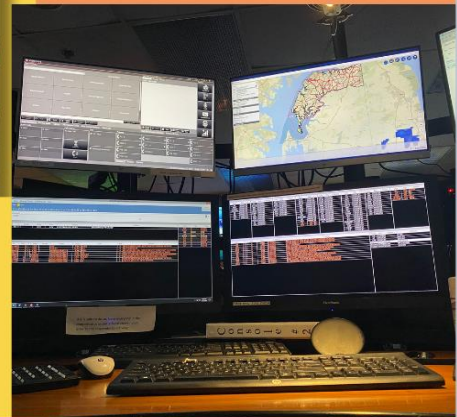
**Item Summary:**

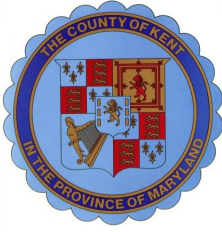
2024 State Homeland Security Grant and Emergency Management Program Grant Applications

**ATTACHMENTS:**

Description

OES NA Coversheet





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**Pete Landon, Director Office of Emergency Services**  
**5/14/2024**  
**County Commissioners Meeting**

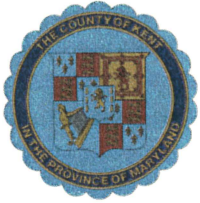
**Item Summary:**

Kent County Health Department Agreement for Office of Emergency Services Funding

**ATTACHMENTS:**

**Description**

05.14.24 William Webb, Health Officer KCHD Agreement with KCOES



**The County Commissioners of Kent County**  
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member  
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

May 14, 2024

William Webb, Health Officer  
Kent County Health Department  
125 S. Lynchburg Street  
Chestertown, MD 21620

Dear Mr. Webb:

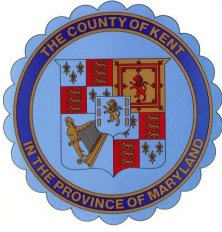
Please accept this letter as an agreement being entered into this 14th day of May 2024, by and between the Kent County Health Department, hereinafter referred to as KCHD, and the County Commissioners of Kent County, for the Kent County Office of Emergency Services, hereinafter referred to as KOES. Whereas the KCHD and KOES share the mutual goals of keeping the citizens of Kent County prepared for, informed of, and safe during emergencies, the KCHD agrees to provide KOES with \$50,000.00 which KOES agrees to use for emergency preparedness activities including procuring an improved emergency notification system and revising the Kent County Hazard Mitigation Plan in 2025 that will benefit Kent County and its residents. Thank you for this opportunity in providing Kent County with an opportunity to become a more resilient community.

Sincerely,

A handwritten signature in blue ink that reads "Ronnie Fithian".

Ronald H. Fithian, President

Cc: Walter Landon, Director of Emergency Services



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**Police Accountability Board, Frank McGarvey, Police Accountability  
Officer Kent County**

**5/14/2024**

**County Commissioners Meeting**

**Item Summary:**

Police Trial Board Judge Memorandum of Agreement

**ATTACHMENTS:**

**Description**

05.14.24 MOU Office of Administrative Hearings and County Commissioners Police Accountability

**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**THE OFFICE OF ADMINISTRATIVE HEARINGS**

**AND**

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

This Agreement is made between the Office of Administrative Hearings (the “OAH”) and Kent County, Maryland, a body corporate and politic of the State of Maryland (the “County”) (“the Parties”);

WHEREAS, Title 3 section 102 of the Public Safety Article provides that each county shall have a police accountability board to, *inter alia*, “receive complaints of police misconduct filed by members of the public”;

WHEREAS, Title 3 section 101(e) of the Public Safety Article provides that the term “Law enforcement agency” is defined as it is in Title 3 section 201 of the Public Safety Article;

WHEREAS, Title 3 section 201(d)(1) of the Public Safety Article defines the term “Law enforcement agency” (“LEA”) as “a governmental police force, sheriff’s office, or security force or law enforcement organization of the State, a county, or a municipal corporation that by statute, ordinance, or common law is authorized to enforce the general criminal laws of the State”;

WHEREAS, Title 3 subsection 106 of the Public Safety Article establishes “Trial board[s]” relating to police accountability boards and LEAs;

WHEREAS, Title 3 subsection 106(a)(1) of the Public Safety Article requires LEAs to establish a trial board process;

WHEREAS, Title 3 subsection 106(a)(1) of the Public Safety Article establishes that trial boards are responsible for “adjudicate[ing] all matters for which a police officer is subject to discipline” relating to a complaint of police misconduct filed in accordance with Title 3 subsections 102(c) and 103 of the Public Safety Article;

WHEREAS, Title 3 subsection 106(b)(1)(i) of the Public Safety Article requires “the chief executive officer of the [C]ounty” to appoint “an actively serving or retired administrative law judge . . .” to trial boards established under Title 3 subsection 106 of the Public Safety Article;

WHEREAS, Title 3 subsection 106(c)(1)-(3) of the Public Safety Article requires “The actively serving or retired administrative law judge . . .” appointed to a trial board to



**AGREEMENT BETWEEN OFFICE OF ADMINISTRATIVE HEARINGS AND  
KENT COUNTY, MARYLAND (cont.)**

“be the chair of the trial board; be responsible for ruling on all motions before the trial board; and prepare the written decision of the trial board, including the findings, conclusions, and recommendations of [a majority of] the trial board”;

WHEREAS, Title 9 section 1604(b)(1)(ii) of the State Government Article authorizes the Chief Administrative Law Judge of the OAH to provide an Administrative Law Judge (“ALJ”) “on a contractual basis to other governmental entities” and the Chief Administrative Law Judge has delegated that authority to the Director of Administration for the OAH;

WHEREFORE, in consideration of the mutual promises and covenants contained herein, the sufficiency of which is expressly acknowledged, the Parties agree as follows:

**I. Duties and Responsibilities of the Parties**

1. Every time the County or a LEA within the County desires to convene a trial board containing an ALJ as a member, the chief executive officer of the County shall request from OAH, in writing, via email to the OAH Chief ALJ and the OAH Executive ALJ and Director of Operations, the name of an ALJ who may be appointed by the chief executive officer of the County to be a member of a trial board. OAH email addresses may be found at <https://msa.maryland.gov/msa/mdmanual/25ind/html/01admin.html> or may be obtained by calling OAH at (410) 229-4100. OAH shall endeavor in good faith to provide the name of an ALJ within five (5) business days of the County’s request. The County shall notify OAH within five (5) business days that the ALJ has been or will be appointed to serve on the trial board.
2. The County will never use a previously provided ALJ from OAH to appoint an ALJ and convene a trial board, but rather will contact OAH every time it desires to convene a new trial board.
3. Every ALJ from OAH provided to the County will have received the requisite training under Title 3 subsection 106(d) of the Public Safety Article.
4. Every ALJ appointed to a trial board shall be the chair of the trial board, responsible for being the sole person to rule on any motions before the trial board, and being the sole person to prepare the written decision of the trial board, including the findings, conclusions, and recommendations of the majority of the trial board, in accordance with Title 3 subsection 106(j) of the Public Safety Article.
5. The County shall inform OAH as soon as practicable of the issuance of any notice(s) of hearing(s) before a trial board if the County desires to have an ALJ appointed to the trial board. The notices shall be timely and all trial board hearings shall be



**AGREEMENT BETWEEN OFFICE OF ADMINISTRATIVE HEARINGS AND  
KENT COUNTY, MARYLAND (cont.)**

subject to the appointed ALJ's availability and schedule. The appointed ALJ's availability and schedule shall be confirmed prior to the County or applicable LEA issuing any notice(s) of hearing(s) before a trial board. At a minimum, copies of all notices shall be sent to the applicable LEA and applicable police officer accused of misconduct, members of a trial board, OAH, and the appointed ALJ. Notice(s) to OAH and the appointed ALJ may be made by email. Notices shall, at a minimum, include the name of the person requesting the hearing, the mailing address of the person requesting the hearing, the email address and phone number of the person requesting the hearing or an affirmative statement that such information is unavailable, and the notice of agency action including the statement of charges and any applicable codes of conduct of the County or applicable LEA for which the hearing request has been filed.

6. The initial notice of hearing before a trial board shall include an insert to all recipients of a copy of the County's or applicable LEA's procedures for conducting the trial board as well as a copy of OAH's Rules of Procedures, which are located in Title 28 of the Code of Maryland Regulations (COMAR 28.02.01). The conduct of the trial board hearing shall be governed by the procedures of the County or the LEA but, in the absence of procedure(s) governing the conduct of the trial board hearing, the provisions of COMAR 28.02.01 shall take precedence and are incorporated by reference into the County's or applicable LEA's procedures. The initial notice of hearing shall indicate and confirm this.
7. Any trial board proceeding physically occurring at the OAH headquarters, located at 11101 Gilroy Rd, Hunt Valley, MD 21031, shall be coordinated by the County or applicable LEA by coordinating, at a minimum, the date, time, and hearing room number at the OAH with the OAH Clerk's Office.
8. The default location of all in person trial board proceedings involving an ALJ is the County Commissioners of Kent County Hearing Room, located at 400 High Street, Chestertown, MD 21620. By election of the applicable LEA or police officer accused of misconduct, the location of all in person trial board proceedings involving an ALJ may be changed. If an alternative location cannot be agreed on between the applicable LEA and police officer accused of misconduct, then the ALJ shall decide the physical location, which may include the default location, or any other location. If the location of an in-person trial board proceeding involving an ALJ is not the Police Headquarters, then the applicable LEA shall be responsible for providing an appropriate location capable of accommodating the total number of people anticipated to be present (including the public) at the trial board proceeding. If necessary, the ALJ may direct the removal of any individual(s) whose conduct impedes the orderly progress of any in person trial board proceeding or restrict attendance because of physical limitations.

**AGREEMENT BETWEEN OFFICE OF ADMINISTRATIVE HEARINGS AND  
KENT COUNTY, MARYLAND (cont.)**

9. All trial board hearings shall be held in person. With the consent of all parties, a trial board proceeding involving an ALJ may be conducted remotely. With the consent of all parties, a witness may testify remotely. In the event trial board proceedings are conducted remotely, OAH will administer and control the electronic proceedings. If necessary, the ALJ may direct the removal of any individual whose conduct impedes the orderly progress of any trial board proceeding or restrict electronic access because of technical limitations.
10. The deliberations of a trial board shall be confidential. The County or applicable LEA will instruct and impress upon the other two members of a trial board who are not an ALJ the requirement that deliberations remain confidential and that such confidentiality shall not expire or be waived.
11. The ALJ will announce a bench decision of the trial board at the conclusion of deliberations following a trial board hearing. In accordance with Title 3 subsection 106(j) of the Public Safety Article, within 45 days after the final hearing by a trial board, the ALJ shall issue a written decision consistent with the bench decision. The ALJ shall draft the decision of the trial board in accordance with the pertinent law and consistent with the announced trial board decision. OAH shall deliver the written decision to each party or party representative by mail or email.
12. The County or applicable LEA may choose to schedule a court reporter certified by a national or state certifying body to be present to record a final hearing and any dispositive motions hearing(s) of a trial board. If the County or applicable LEA choose not to provide a court reporter, if possible, the OAH or ALJ may at their discretion record a final hearing and any dispositive motions hearing(s) of a trial board. If the OAH or the ALJ records a final hearing and any dispositive motions hearing(s) of a trial board, then no transcript of any hearing will be provided by OAH unless ordered and paid for by the requesting person or entity.
13. The OAH shall provide the record of the proceedings before a trial board, including any evidence, to the applicable LEA at the time the trial board issues the findings, conclusions, and recommendations of a majority of a trial board.

**II. Costs**

1. The OAH shall be compensated for the work performed at a rate of \$200 per hour of an ALJ appointed to a trial board. The OAH will not be compensated for travel time of an ALJ, though travel expenses shall be reimbursed by the County to OAH pursuant to paragraph II. 3.
2. The OAH shall provide the County a written itemized bill that includes a detailed breakdown, in attorney billable-hour format, of the time expended by an ALJ relating to serving as an appointed member of a trial board, including a description

**AGREEMENT BETWEEN OFFICE OF ADMINISTRATIVE HEARINGS AND  
KENT COUNTY, MARYLAND (cont.)**

of the type of work performed by the ALJ (subject to the deliberative process privilege of the ALJ and trial board).

3. The County shall reimburse the OAH all reasonable travel expenses, including but not limited to food, lodging, and travel expenses, pursuant to the IRS Standard for Mileage Rates and U.S. General Services Administration Per Diem Rates.
4. The OAH shall provide the County with an itemized bill within thirty (30) days of when the written findings, conclusions, and recommendations of a majority of a trial board is issued.
5. Upon receipt of the written findings, conclusions, and recommendations of a majority of a trial board as described in paragraphs I. 4 and I. 11, and the itemized bill as described in paragraphs II. 2 and II. 4, the County shall transfer the amount set forth in the itemized bill to the OAH within thirty (30) days. If the County disputes any charge(s) in the itemized bill, the County shall respond to the OAH in writing within ten (10) days from receipt of the itemized bill. The OAH shall respond in good faith in writing to any disputed charge(s) within ten (10) days from receipt of the County's dispute and the OAH shall provide a new itemized bill as described in paragraph II. 2. The County shall then transfer the amount set forth in the new itemized bill, regardless of any remaining disputed charge(s), within ten (10) days of receipt of the OAH's new itemized bill.
6. The County or applicable LEA shall pay any court reporter costs associated with any recording of any final hearing and any dispositive motions hearing(s) of a trial board that it chooses to have recorded.
7. The County or applicable LEA shall pay any costs associated with any request(s) for accommodation provided by OAH, including but not limited to an interpreter(s) or audio assistive technology equipment/software equipment or software for any witnesses.

**III. Term of Agreement**

This Agreement is effective when executed by each of the Parties, has no termination date, and is terminable at will by either of the Parties.

**IV. Exclusivity of Agreement**

1. This Agreement is the exclusive agreement of the Parties with respect to this subject matter and supersedes all prior agreements, representations, proposals, written and oral, relating to the subject matter.

**AGREEMENT BETWEEN OFFICE OF ADMINISTRATIVE HEARINGS AND  
KENT COUNTY, MARYLAND (cont.)**

2. The Parties expressly acknowledge that this Agreement is the product of mutual negotiation and state that neither party shall be construed to be the primary drafter of the Agreement.

**V. Amendment**

This Agreement may be amended only by mutual agreement in writing executed by both Parties. Except for a specific provision which may be amended, this Agreement shall remain in full force and effect after such amendment subject to the same laws, obligations, conditions, rules, provisions and regulations as it was prior to any amendment.

**VI. Governing Law**

This Agreement shall be governed and construed in accordance with Maryland Law.

**VII. Representation of Authority**

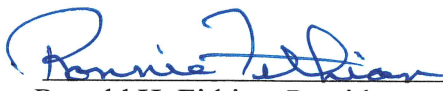
Each party to this Agreement represents and warrants to the other that it has full right, power, and authority to execute this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

\_\_\_\_\_ day of \_\_\_\_\_, 2024 By: \_\_\_\_\_  
Danara Harvell  
Director of Administration  
Office of Administrative Hearings

COUNTY COMMISSIONERS OF KENT  
COUNTY, MARYLAND

5/14/24  
Date

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

**AGREEMENT BETWEEN OFFICE OF ADMINISTRATIVE HEARINGS AND  
KENT COUNTY, MARYLAND (cont.)**

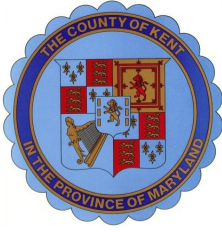
Approved for form and legal sufficiency:

\_\_\_\_\_ day of \_\_\_\_\_, 2024 By: \_\_\_\_\_  
Kevin M. Cox  
Assistant Attorney General

APPROVED FOR FORM & LEGAL SUFFICIENCY  
COUNTY ATTORNEY FOR KENT COUNTY

May 15, 2024  
Date

Thomas N. Yeager  
Thomas N. Yeager, Esq.  
County Attorney



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**Bill Mackey, Director, Planning, Housing, and Zoning**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

On April 12, 2024, the Town of Betterton forwarded a proposal to annex the American Legion property located at 11 Sixth Avenue for County review.

On May 2, 2024, the Kent County Planning Commission met to review the proposal. A letter of recommendation from the Planning Commission is attached. The Town of Betterton will be receiving public comments including comments from the County through May 14, 2024.

The item on this agenda is for consideration of a five-year zoning waiver by the County Commissioners.

Staff recommends approval.

**ATTACHMENTS:**

**Description**

05.14.24 Donald Sutton, Mayor of Betterton, Proposed Annexation of American Legion Property Letter - Amended

Novus Standardized Cover Page - American Legion Betterton

PLanning Commission Letter re Betterton Annexation

Annexation Documents from Town of Betterton

MDP Rev Ltr Betterton Annexation-American Legion 5-10-24 FOR BOCC PACKET



**The County Commissioners of Kent County**  
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member  
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

May 14, 2024

The Honorable Donald Sutton  
Mayor of Betterton  
PO Box 339  
Betterton MD 21610

Re: Proposed Annexation of American Legion Property

Dear Mayor Sutton:

The County Commissioners of Kent County, Maryland have reviewed the proposed annexation and are pleased to provide a favorable recommendation and the following comments:

- The Board of County Commissioners hereby grants the five-year zoning waiver.

While we do not plan to attend the public hearing or designate a County representative to attend on our behalf, the County Commissioners of Kent County willingly send their approval of the Town of Betterton's request for annexation.

Sincerely,

THE COUNTY COMMISSIONERS  
OF KENT COUNTY, MARYLAND

Ronald H. Fithian, President

Albert H. Nickerson, Member

John F. Price, Member

Cc: Tom Mogle, Town Administrator, Town of Betterton





Source: <https://www.facebook.com/photo/?fbid=660748869425055&set=a.660748856091723>



**Planning Commission**  
**Department of Planning, Housing, and Zoning**

May 2, 2024

The Honorable Ronald H. Fithian, President  
County Commissioners of Kent County  
400 High Street  
Chestertown, MD 21620

**Re: 2024 Betterton Annexation Proposal**

Dear Mr. Fithian:

At its meeting on May 2, 2024, the Kent County Planning Commission reviewed the proposed annexation by the Town of Betterton of a 2.351± acre property owned by the C. Henry Price II, Post No. 246, American Legion, Inc., known as the American Legion, located at 11 Sixth Avenue. The property is located outside the Town's boundaries.

The Designated Growth Areas Map found in Kent County's 2018 Comprehensive Plan indicates that the property is immediately adjacent to the very limited growth area for the Town of Betterton. The site is being put forth for annexation, so that the property may be eligible for State grants. Considering the limited size of the property and its adjacency to the Town's boundary, annexation would be appropriate.

After review and discussion, the Planning Commission voted unanimously to send a favorable recommendation to the County Commissioners on the proposed annexation, noting that the proposal was consistent with both the Kent County 2018 Comprehensive Plan and the Land Use Ordinance. The Planning Commission also determined that a waiver of the five-year rule is appropriate, so there is no impediment for applying to the State for grants.

Sincerely,  
Kent County Planning Commission

F. Joseph Hickman  
Chair

c: Tom Mogle, Town Administrator



## TOWN OF BETTERTON

100 MAIN STREET

P.O. BOX 339

BETTERTON, MARYLAND 21610

Phone: 410-348-5522

Fax: 410-348-5131

info@townofbetterton.com

April 12, 2024

Kent County Planning & Zoning  
400 High Street  
Chestertown, Maryland 21620

Re: Annexation of C. Henry Price II Post No. 246, American Legion, Inc.

Honorable Planning & Zoning Members:

On February 13, 2024, the Betterton Mayor and Council introduced the Annexation Plan in connection with C. Henry Price II, Post No. 246, American Legion, Inc. A public hearing has been advertised and is scheduled for April 23, 2024.

Documents about the property and the annexation are enclosed. In addition to the public meeting, the Town of Betterton will allow for written commentary to be entered into the public record until May 14<sup>th</sup>, 2024.

After reviewing the written comments, the Mayor and Council may choose to vote on the annexation at the regularly scheduled May 14<sup>th</sup> meeting. Also, the Town of Betterton would like to request a 5-year zoning waiver.

Please review the enclosed documents and let me know if you require clarification or more information. Also, the Town of Betterton would like to request a 5-year zoning waiver.

Sincerely yours,

Tom Mogle  
Town of Betterton Manager

APG Media of Chesapeake, LLC

29088 Airpark Drive  
Easton, MD 21601

04/12/24  
3050441

# CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND  
COUNTY OF: Kent County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "Resolution 2024-03..." was published in the:

Kent County News 04/04/24  
Kent County News 04/11/24



James F. Normandin  
President & Publisher

Notice of Public Hearing  
The Town of Betterton  
Resolution 2024-03  
Annexation of American Legion Property

On the 13<sup>th</sup> day of February 2024, the Mayor and Council of Betterton introduced Resolution No. 2024-03 proposing a municipal annexation petitioned by the C. Henry Price II, Post No. 246, American Legion, Inc. The Town of Betterton has drafted Resolution 2024-03, an Annexation Agreement, and a formal Annexation Plan in connection with C. Henry Price II, Post No 246, American Legion, Inc.

The Public Hearing for the proposed Annexation of the C. Henry Price II, Post No. 246, American Legion, Inc. is scheduled for Tuesday, April 23, at 7:00 p.m. The meeting will be held in the Town Hall located at 100 Main Street, Betterton, Maryland 21610. The public may attend the virtual meeting by going to [www.townofbetterton.com](http://www.townofbetterton.com) and clicking on "Live Stream".

3050441 KN

4/4,4/11/2024

## RESOLUTION NO. 2024-02

### 2024 Annexation American Legion Property

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BETTERTON, MARYLAND, ENLARGING THE CORPORATE BOUNDARIES OF THE TOWN OF BETTERTON BY ANNEXING LAND CONTIGUOUS AND ADJOINING THE EXISTING CORPORATE AREA OF THE TOWN CONSISTING OF A PARCEL OF LAND CONTAINING APPROXIMATELY TWO AND THIRTY-FIVE HUNDRETHS (2.351) ACRES, MORE COMMONLY KNOWN AS THE AMERICAN LEGION PROPERTY, SOUTH SIDE OF SIXTH STREET, AS SHOWN ON TAX MAP 0004 AS PARCELS 0088 AND 0130, SUBJECT TO THE TERMS AND CONDITIONS CONTAINED IN ANY CONTRACTS AND ANNEXATION AGREEMENTS BY AND BETWEEN THE TOWN AND THE CURRENT OWNER OF THE PROPERTY: AMENDING THE CHARTER OF THE TOWN OF BETTERTON FOR THE PURPOSES OF INCLUDING THE ANNEXED PROPERTY WITHIN THE LEGAL DESCRIPTIONS AND PLATS DEPICTING THE CORPORATE LIMITS OF THE TOWN, AND CONCERNING ALL MATTERS RELATED TO SAID ANNEXATION.

WHEREAS, the Mayor and Council of the Town of Betterton, Maryland, a municipal corporation of the State of Maryland, has determined to enlarge and extend the limits of the Town by including therein contiguous and adjoining parts of Kent County in accordance with the procedures contained in Section 4-401 of the Local Government Article of the Annotated Code of Maryland (2013 Rep. Vol.); and

WHEREAS, the proposed annexation has been requested by and consented to by the owner of the property to be annexed, C. Henry Price II, Post No. 246, American Legion, Inc.; and

WHEREAS, based upon the aforesaid consent, the Mayor and Council of the Town have determined to initiate a Resolution, to enlarge and extend the limits of the Town to include the hereinafter described area and to make applicable to that area all laws which are now in force and effect or which may be hereinafter enacted, in the Town, specifically subject to any Contracts and Annexation Agreements which are incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of Betterton, Maryland, in legislative session assembled:

Section 1. That there is hereby annexed into the corporate boundaries of the Town of Betterton, a municipal corporation of the State of Maryland, all of that land contiguous and adjoining the existing Town of Betterton in Kent County, Maryland, consisting of a 2.351 acre +/- parcel of land located in Kent County, Maryland, as more particularly and fully described on the plat attached hereto as "Exhibit A" and by a survey of courses and distances attached hereto as "Exhibit B", and incorporated herein by reference as is fully set forth in the body of this Resolution:



Section 2. That the annexation of the land described in Exhibits “A” and “B” will not create any unincorporated area which is bounded on all sides of real property presently within the corporate limits of the Town, real property proposed to be within the corporate limits of the Town, or any combination of such properties;

Section 3. That from and after the effective date of this Resolution, all provisions of the Constitution of Maryland, all laws of the State of Maryland applicable to the Town of Betterton, and all duly adopted Charter and Ordinance provisions of the Town of Betterton, (except as altered by the terms and conditions contained in any Annexation Agreement) shall be and the same are hereby extended and made applicable to such portion of Kent County as is, under the provision of this Resolution, annexed to and made a part of the Town of Betterton, Maryland. Nothing herein or elsewhere in the Resolution shall affect the power of the Mayor and Council of the Town of Betterton to amend or to repeal any Charter provision or Ordinance existing at the date of passage of this Resolution, or to enact and ordain any Ordinance which, at the date of passage of this Resolution, or hereinafter, it may be authorized to enact or ordain;

Section 4. The Mayor and Council are authorized to execute an Annexation Agreement, an agreement for the extension of the public services and facilities, and/or other agreements of a similar nature with regard to the property being annexed, provided that the terms of this Resolution shall prevail over any inconsistent term in any such agreement.

Section 5. That the inhabitants of the territory annexed to the Town of Betterton by this Resolution and the owners of all property therein shall, in all respects and to all intents and purposes, submit to the powers, jurisdiction, and authority vested, or to be vested by law, in the Mayor and Council of the Town of Betterton, so far as the same may be consistent with provisions of this Resolution, and the territory so annexed shall, in all respects be taken and considered as part of the municipal corporation of the Town of Betterton, expressly subject, however, to the terms and conditions of any Annexation Agreements between the Town and C. Henry Price II, Post No. 246, American Legion, Inc. (the “American Legion”) a copy of the Annexation Agreement between the Town and American Legion is attached hereto as “Exhibit C”. The American Legion, the sole owner of the land to be annexed, has consented to such annexation. A copy of the American Legion’s written consent is attached hereto and incorporated herein as “Exhibit D”. A copy of the Annexation Plan is attached hereto and incorporated herein as “Exhibit E”.

Section 6. The Charter of the Town of Betterton shall be amended to add “2024 Annexation” to read as follows: “The land described in the Resolution of the Mayor and Council of the Town of Betterton, Maryland, enlarging the corporate boundaries of the Town of Betterton by annexing land contiguous and adjoining the existing corporate area of the Town consisting a parcel of land containing approximately 2.351 acres and located on the south side of Sixth Avenue, more commonly known as the American Legion property, subject to the terms and conditions contained in those certain agreements for annexation by and between the Town and C. Henry Price II, Post No. 246, American Legion, Inc. be and is hereby added to, taken into and made part of the Town of Betterton.

Section 7. In accordance with Section 4-406 of the Local Government Article of Annotated Code of Maryland, the Town Manager of Betterton shall cause a public notice to be published not fewer than two (2) times at not less than weekly intervals in a newspaper having general circulation in the Town of Betterton and in the area to be annexed which briefly and accurately describes the

proposed change in the conditions and circumstances applicable thereto. The public notice shall further specify that a public hearing will be held on this Resolution by the Mayor and Council of the Town of Betterton at 7:00 p.m. in the Town Hall, 100 Main Street, Betterton, MD 21610 on the 23<sup>rd</sup> day of April 2024. Immediately following the first publication of the public notice, a copy of the notice shall be provided to the County Commissioners of Kent County, the Kent County Planning Commission, the Maryland Department of Planning, and any regional or State planning agency having jurisdiction in Kent County.

Section 8. This Resolution shall become effective forty-five (45) days from May 14th, 2024 provided it is adopted by the Mayor and Council of the Town of Betterton, Maryland, on that date and, unless within forty-five (45) days, the Town receives a Petition for Referendum filed in accordance with the provisions of Sections 408 to 4-413 of the Local Government Article of the Annotated Code of Maryland (2013 Rep. Vol.);

AND, BE IT FURTHER RESOLVED, by the Mayor and Council of the Town of Betterton, Maryland, that the Town Manager shall, within ten (10) days, register both the original and new corporate boundaries of the Town of Betterton with the Town Clerk, the Clerk of the Circuit Court for Kent County, the Kent County Planning Commission, and the Department of Legislative Reference for the State of Maryland, when this Resolution takes effect.

INTRODUCED, by the Mayor and Council of the Town of Betterton, Maryland, at a regular legislative session on \_\_\_\_\_, 2024.

PASSED, by the Mayor and Council of the Town of Betterton, Maryland, at a legislative session on \_\_\_\_\_, 2024.

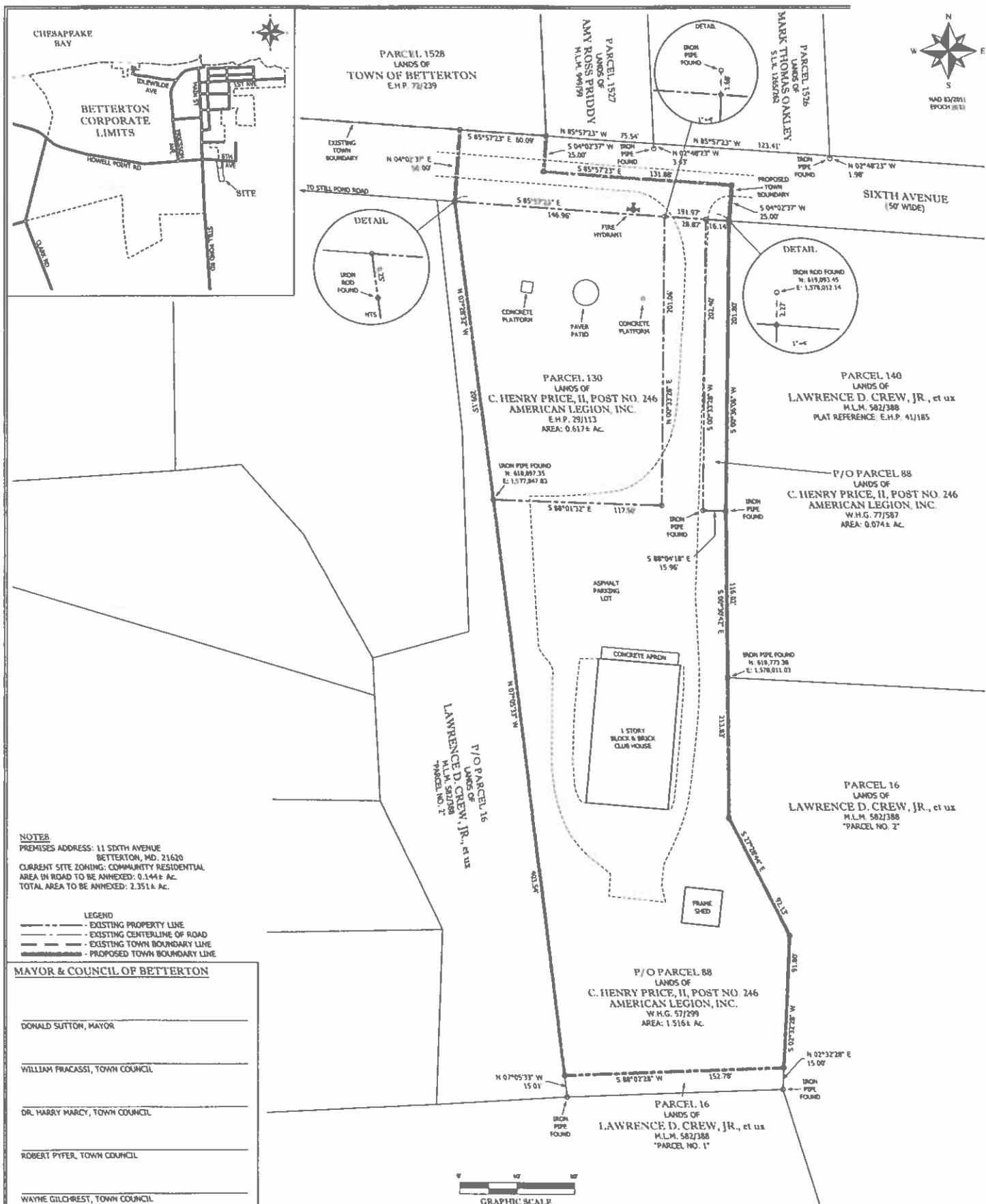
Witness: \_\_\_\_\_  
Town Clerk

By: \_\_\_\_\_  
Donald E. Sutton, Sr., Mayor

APPROVED AS TO FORM

\_\_\_\_\_  
Thomas N. Yeager, Town Attorney





ANNEXATION PLAT

OF THE LANDS OF

**C. HENRY PRICE II, POST NO. 246  
AMERICAN LEGION, INC.**

TOWN OF BETTERTON THIRD ELECTION DISTRICT, KENT COUNTY, MARYLAND

MAP 4 PARCELS 88 & 130

SCALE  
1"=40'  
DRAWN BY  
WJE  
DATE  
9/20/23  
JOB NO.  
1615  
REVISIONS

**EXTREME  
MEASURES**  
LAND SURVEYORS

Chestertown, MD 21620

PHONE 410-778-0147

www.extrememeasuresllc.com



December 10, 2023

DESCRIPTION OF 2.351 ACRES OF LAND, MORE OR LESS,  
TO BE ANNEXED INTO THE TOWN OF BETTERTON, THIRD ELECTION DISTRICT,  
KENT COUNTY, MARYLAND

BEGINNING for the same at a point at the intersection of the division line between the lands of The Town of Betterton (see E.H.P. 72/239) and the lands of Amy Ross Priddy (see M.L.M. 949/59) with the northernmost side of Sixth Avenue (50' wide) along the existing town boundary line of the Town of Betterton. As shown on a plat entitled "Annexation Plat of the lands of C. Henry Price II, Post No. 246 American Legion, Inc." dated 9/20/23, attached hereto and intended to be recorded herewith.

THENCE, leaving the lands of Town of Betterton, lands of Priddy and the existing town boundary line, and running S 04°02'37" W, a distance of 25.00' to a point on the centerline of the aforementioned Sixth Avenue.

THENCE, running with the centerline of Sixth Avenue, S 85°57'23" E, a distance of 133.88' to a point.

THENCE, leaving the centerline of Sixth Avenue and running, S 04°02'07" W a distance of 25.00' to the intersection of the division line between the lands of Lawrence D. Crew, Jr., et ux (see M.L.M. 582/388) and the lands of C. Henry Price, II, Post No. 246 American Legion, Inc. (see W.H.G. 77/587) with the southernmost side of Sixth Avenue, said point further being located, S 00°36'06" W, a distance of 2.27' from an iron rod found.

THENCE, leaving Sixth Avenue, and binding on the division line between the lands of Crew and the lands of the American Legion the following seven (7) courses and distances: S 00°36'06" W a distance of 201.80' to an iron pipe found, S 00°30'42" E, a distance of 213.83' to a point, passing in transit an iron pipe found 116.02' from the beginning thereof, thence, S 27°28'44" E, a distance of 92.13' to a point, S 02°32'28" W, a distance of 91.80' to a point, said point being located N 02°32'28" E, a distance of 15.00' from an iron pipe found, thence, S 88°02'28" W, a distance of 152.78' to a point, said point being located, N 07°05'33" W, a distance of 15.01' from an iron pipe found, thence N 07°05'33" W, a distance of 403.54' to an iron pipe found, and N 07°28'32" W, a distance of 209.15'

to a point at the intersection of the lands of the American Legion and the lands of Crew with the southernmost side of the aforementioned Sixth Avenue, passing in transit an iron rod found a distance of 0.25' from the end thereof.

THENCE, leaving the lands of the American Legion and the lands of Crew, and running across Sixth Avenue, N 04°02'37" E, a distance of 50.00' to a point on the northernmost side of Sixth Avenue on the existing town boundary line.

THENCE, binding on the northernmost side of Sixth Avenue and the existing town boundary line, S 85°57'23" E, a distance of 60.09' to the place of beginning. Containing in all 2.351 acres of land, more or less, as surveyed by Extreme Measures Land Surveyors, LLC in September 2023.

ANNEXATION AGREEMENT

Town of Betterton

And

C. Henry Price II, Post No. 246, American Legion, Inc.

The Town of Betterton (the "Town") and the C. Henry Price II, Post No. 246, American Legion, Inc. hereby adopt as the Annexation Agreement for the Annexation of the 2.351 acres described in Annexation Resolution 2024-01, the terms and conditions set forth in the Annexation Plan of the Town of Betterton, which is an exhibit to the aforementioned Resolution. The terms and conditions of the Annexation Plan are incorporated herein by reference.

WITNESS

Mayor and Council of the Town of Betterton

\_\_\_\_\_  
Sheila Dlugoborski, Town Clerk

\_\_\_\_\_  
Donald E. Sutton, Sr., Mayor

\_\_\_\_\_  
Robert Pyfer, Councilmember

\_\_\_\_\_  
Harry Marcy, Councilmember

\_\_\_\_\_  
William Fracassi, Councilmember

\_\_\_\_\_  
Wayne Gilchrest, Councilmember

C. Henry Price Post No. 246, American Legion, Inc

\_\_\_\_\_  
Name and Title

BY: \_\_\_\_\_  
Name and Title

C. Henry Price II  
American Legion Post # 246  
Department of Maryland, Inc.  
PO Box 100, Betterton, MD 21610

Town of Betterton  
c/o Mayor Donald Sutton  
P.O. Box 339  
Betterton, MD 21610

Subject: Requested Annexation of American Legion Post 246

At our monthly Post meeting on July 7, 2023, the general membership unanimously voted to request that the C. Henry Post 246 American Legion located at 11th Sixth Avenue be annexed into the Town of Betterton. This shall include the following two parcels:

1.) Map No. 04, Grid 03E, Parcel No. 088 - 1.54 acres  
<https://sdat.dat.maryland.gov/RealProperty/Pages/viewdetails.aspx?County=15&SearchType=ACCT&District=03&AccountNumber=021181>

2.) Map No. 04, Grid 02E, Parcel No. 130 - 0.628 acres  
<https://sdat.dat.maryland.gov/RealProperty/Pages/viewdetails.aspx?County=15&SearchType=ACCT&District=03&AccountNumber=021203>

If any additional documentation is required, please contact our Post Adjutant, Jeremy Rothwell, by email at [rothwell@udel.edu](mailto:rothwell@udel.edu) or by cell phone at 410-920-4574.

With kind regards,



Stephen "Jacob" Matthews  
Commander, Post 246

## The Town of Betterton, Maryland

**Annexation Plan**

in connection with the

**C. Henry Price II, Post No. 246, American Legion, Inc.**February 13, 2024

WHEREAS, the C. Henry Price II, Post No. 246, American Legion, Inc. filed a petition for Annexation with regard to certain property contiguous and adjoining to the boundary of the Town of Betterton, comprised of two and thirty-five hundredths (2.35) acres, more or less, and more commonly known as the American Legion property located on south side of Sixth Avenue, as shown on tax map 0004 as parcels 0088 and 0130 (the "Annexation Property").

WHEREAS, on the 13<sup>th</sup> day of February 2024, the Mayor and Council of Betterton introduced Resolution No. 2024-02 proposing a municipal annexation petitioned by the C. Henry Price II, Post No. 246, American Legion, Inc.

**A. Introduction**

This plan has been prepared by the Town of Betterton pursuant to Section 4-415 of the Local Government Article of the Annotated Code of Maryland. it is a plan for the extension of services for development purposes and for public use of property.

**B. Land Use Pattern for the Annexation Property**

- 1) The Annexation Property is located on the southern boundary of the Town of Betterton on the south side of Sixth Avenue. The Annexation Property is more particularly described on a plat entitled "Annexation Plat of the Lands of C. Henry Price II, Post NO. 246 American Legion, Inc." as prepared by Extreme Measures Land Surveyors, dated September 20, 2023, which is attached to Annexation Resolution No. 2024-02 as Exhibit A. The Annexation Property is shown as parcels 0088 and 0130 on tax map 0004.
- 2) The existing land use to the east and west of the Annexation Property is residential. Crossing north of Sixth Avenue are the recreational fields of the municipal park.
- 3) This annexation and the proposed subsequent development are consistent with the Comprehensive Plan for the Town of Betterton as adopted in 2009.

**C. Proposed Use of Annexation Property**

The Annexation Property will continue in its present use as the site of an American Legion Post, a community-based non-profit service organization that provides services for veterans and the community in general.

**D. Availability of Land for Public Facilities**

The Annexation Property contains sufficient land for such public facilities as may be required as a result of its annexation and development. The Town may require the dedication of land for the construction, expansion, and extension of public facilities as a condition of any development approvals. All necessary infrastructure and improvements, including, but not limited to, road systems, stormwater management systems, water and sewer systems expansion and/or extensions and utility delivery systems, and all other facilities necessary to serve the residents and occupants of the Annexation Property, shall be installed in accordance with sound engineering principles and shall be subject to location, design, and construction approvals by the Betterton Planning and Zoning Commission, Town staff, and professional consultants of the Town of Betterton.

**E. Municipal Water and Sewer**

The Annexation Property shall be served by the Town of Betterton's water-and-sewer system and will continue to be served following the Annexation.

**F. Municipal Facilities**

The Annexation Property shall pay the water-and-sewer allocation fees and all other applicable fees in accordance with the Town's Water and Sewer Ordinance and associated Resolutions set forth establishing water and sewer fees and rates that are in effect at the time services are requested. In addition, said owner and/or developer shall comply with all provisions of the Town's Water and Sewer Ordinance and related policies with respect to physically connecting to the Town's water-and-sewer lines.

**G. Other Town Services**

- 1) Emergency Service. The Betterton Volunteer Fire Department presently provides fire protection and emergency medical services to the Annexation Property. Kent County also provides emergency medical services. Such services will continue after the Annexation, using existing personnel and equipment, at the same or similar level of service now being provided.
- 2) Police Service. The Annexation Property is presently served by the Kent County Sheriff's Office for purposes of police protection. Such services will continue after



annexation, using existing personnel and equipment, at the same or similar level of service provided.

- 3) Street Maintenance. The Annexation property is located off Sixth Avenue, which the Town shares ownership with Kent County. Any extensions and improvements of public roadways to, or within the Annexation Property shall be made at the expense of the property owners in accordance with the Town regulations prior to any development.
- 4) Refuse Collection. Presently, the Town of Betterton only offers residential trash collection. The current use of the Annexed Property is not residential; therefore, the current property owner will continue to provide for its trash collection. Any development in the area to be annexed, other than residential would have to make private arrangements for trash collection service.

WITNESS

Mayor and Council of the Town of Betterton, MD

\_\_\_\_\_  
Sheila Dlugoborski, Town Clerk

\_\_\_\_\_  
Donald E. Sutton, Sr., Mayor

\_\_\_\_\_  
Robert Pyfer, Councilmember

\_\_\_\_\_  
Harry Marcy, Councilmember

\_\_\_\_\_  
William Fracassi, Councilmember

\_\_\_\_\_  
Wayne Gilchrest, Councilmember



## Maryland DEPARTMENT OF PLANNING

May 10, 2024

The Honorable Don Sutton, Mayor  
Town of Betterton  
P.O. Box 339  
Betterton, MD 21610

Dear Mayor Sutton,

Thank you for providing the Maryland Department of Planning (MDP) with information pertaining to the American Legion annexation. MDP has reviewed your submission and offers the following comments for consideration.

As you are aware, §4-416(b) of the Local Government Article specifies that the new zoning for the annexed land cannot be substantially different from the existing county zoning, without the express consent of the county commission. In reviewing this annexation request, it is the Department's view that the town should expressly identify the proposed town zoning to be effective upon annexation. If the zoning is substantially different than the county's existing Community Residential (CR) zoning, then a waiver from the county is strongly encouraged. Additionally, it appears that a small fraction of Parcel 088 may have an existing county zoning designation of Critical Area Residential. Therefore, MDP recommends that the town seek a waiver from Kent County prior to annexation. Please see MDP's attached Annexation Review for further details of our analysis.

The property proposed for annexation is currently not located in a county designated growth area and is not part of a county-certified PFA. Based on MDP's review of the annexation, the proposed zoning, and the county's Water and Sewerage Master Plan, the subject property would appear eligible to be designated as a PFA upon annexation, provided that the town's zoning permits at least 3.5 dwelling units per acre or employment use. If the intent of this annexation is to also expand the Sustainable Communities boundary to this area, as has been communicated to MDP, then the area must also qualify and be designated PFA.

Upon the effective date of Resolution 2024-02, and once MDP has received official notification of the annexation from the Department of Legislative Services, MDP will confirm that no changes have occurred since our initial review and affirm the Municipal PFA eligibility of the property. If the town does not want the annexation parcel to be considered for designation as a Municipal PFA, then the town should notify MDP prior to the effective date of the annexation.

Enclosed you will find important information concerning post annexation notification and participation in the Census Bureau's Boundary and Annexation Survey. The town should follow the appropriate procedures so that the annexed property is legally established as part of the incorporated municipality. To expedite MDP's updating of the PFA status, please send David Dahlstrom a copy of the notification transmitted to the Department of Legislative Services.

If you desire further assistance please contact regional planner, David Dahlstrom, at David.Dahlstrom@Maryland.gov.

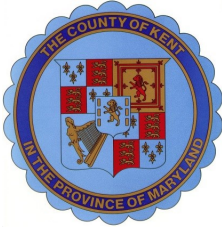
Sincerely,



Jason Dubow, CC-P  
Director, Research, Review, and Policy Division

cc: Tom Mogle, Town Administrator  
William Mackey, Kent County Director of Planning, Housing and Zoning  
Joe Griffiths, AICP Manager Local Assistance and Training  
David Dahlstrom, AICP, Regional Planner

Attachments: Maryland Department of Planning Annexation Review  
Municipal Reporting Responsibilities Following Annexation  
Municipal Charter or Annexation Resolution Reposition Form



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**Rob Tracey, Associate Planner, Planning, Housing, and Zoning**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Establishment of Kent County Agricultural Preservation Districts

**ATTACHMENTS:**

Description

PC Recommendation Letter

Map of Proposed Districts



**Planning Commission**  
**Department of Planning, Housing, and Zoning**

April 23, 2024

The Honorable Ronald H. Fithian, President  
County Commissioners of Kent County  
400 High Street  
Chestertown, MD 21620

RE: Agricultural Land Preservation Districts

Dear Mr. Fithian,

The Kent County Planning Commission has recently reviewed five applications from landowners who are seeking to establish agricultural land preservation districts on their farms. There was some discussion on several of the farms, and the vote was not unanimous for all applications, as is noted in the following property descriptions.

#23-01 – BGM Farms, LLC, wishes to create an Agricultural Preservation District on its 276.5-acre farm located at 33824 Bradford Johnson Road near Golts in the First Election District. The farm consists of 102 acres of crop land and 162 acres of woodland. Approximately 74% of the soils are considered Class I, II, or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. The farm is not adjacent to any districts and easements. It is outside the 10-year water and sewer plan service areas.

There was some discussion concerning the farm's location in the County, and the motion to recommend approval passed, 3-1.

#23-02 – E & D Land Holdings, LLC, wishes to create an Agricultural Preservation District on its 117-acre farm located at 29243 River Road near Millington in the Second Election District. The farm consists of 55 acres of crop land, 28.3 acres enrolled in a forestry program/other, and 32.2 acres of woodland. Approximately 83.3% of the soils are considered Class I, II, or III. There is one dwelling on the property. The farm is split zoned Agricultural Zoning District (AZD) and Resource Conservation District (RCD). The property is within the Priority Preservation Area and is adjacent to over 7,500 acres of easements that stretch from the Chester River to the Sassafras River. It is outside the 10-year water and sewer plan service areas.

There was some discussion concerning this farm's proximity to Millington, and the motion to recommend approval passed, 3-0 (one abstention).

#23-03A – Bloomfield Ventures, LLC, wishes to create an Agricultural Preservation District on its 270-acre farm located at 11791 Blacks Station Road near Kennedyville in the Second Election District. The farm consists of 265 acres of crop land. Approximately 99% of the soils are considered Class I, II, or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 7,500 acres of easements that stretch from the Chester River to the Sassafras River. It is outside the 10-year water and sewer plan service areas.

There was some discussion concerning this farm's proximity to Kennedyville, and the motion to recommend approval passed, 4-0.

#23-03B – Bloomfield Ventures, LLC, wishes to create an Agricultural Preservation District on its 270-acre farm located at 11720 Locust Grove Rd near Kennedyville in the Second Election District. The farm consists of 269 acres of crop land. Approximately 98% of the soils are considered Class I, II, or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 7,500 acres of easements that stretch from the Chester River to the Sassafras River. It is outside the 10-year water and sewer plan service areas.

There was no discussion regarding this farm, and the motion to recommend approval passed, 4-0.

#23-04 – Harmony Woods Farm, LLC, wishes to create an Agricultural Preservation District on its 200.14-acre farm located at 12655 Augustine Herman Highway near Kennedyville in the Second Election District. The farm consists of 161.4 acres of crop land, 24.5 acres of woodlands, and 14.5 acres of other land (ponds). Approximately 94% of the soils are considered Class I, II, or III. There is one dwelling on the property. The farm is zoned Agricultural Zoning District (AZD) and is within the Priority Preservation Area. It is adjacent to over 7,500 acres of easements that stretch from the Chester River to the Sassafras River. It is outside the 10-year water and sewer plan service areas.

There was no discussion concerning this farm, and the motion to recommend approval passed, 3-1.

The Agricultural Preservation Advisory Board has reviewed these applications and unanimously voted to forward favorable recommendations. The Planning Commission found that these applications are consistent with the Comprehensive Plan and meet the criteria for the creation of an agricultural land preservation district. Therefore, we forward our favorable recommendations for the approval of the above listed districts.

If you have any questions, please do not hesitate to contact Rob Tracey, Associate Planner.

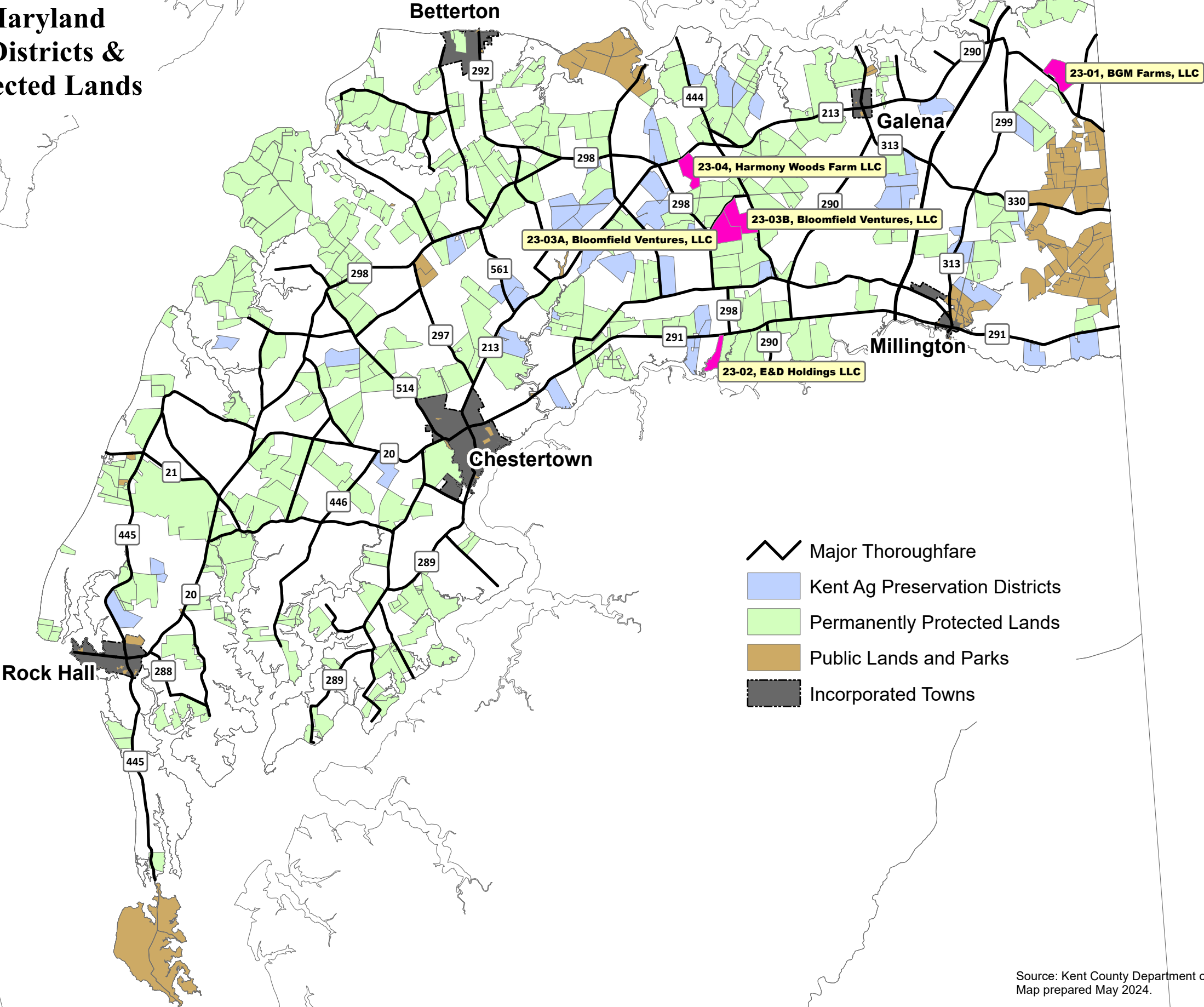
Sincerely,

Kent County Planning Commission

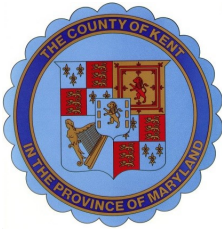
A handwritten signature in cursive script, reading "F. Joseph Hickman".

F. Joseph Hickman  
Chair

# Kent County, Maryland Ag Preservation Districts & Permanently Protected Lands



Source: Kent County Department of Planning, Housing, and Zoning.  
Map prepared May 2024.



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**Dan Mattson, Director, Public Works**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Water and Wastewater Division - Allocation Transfer Request

**ATTACHMENTS:**

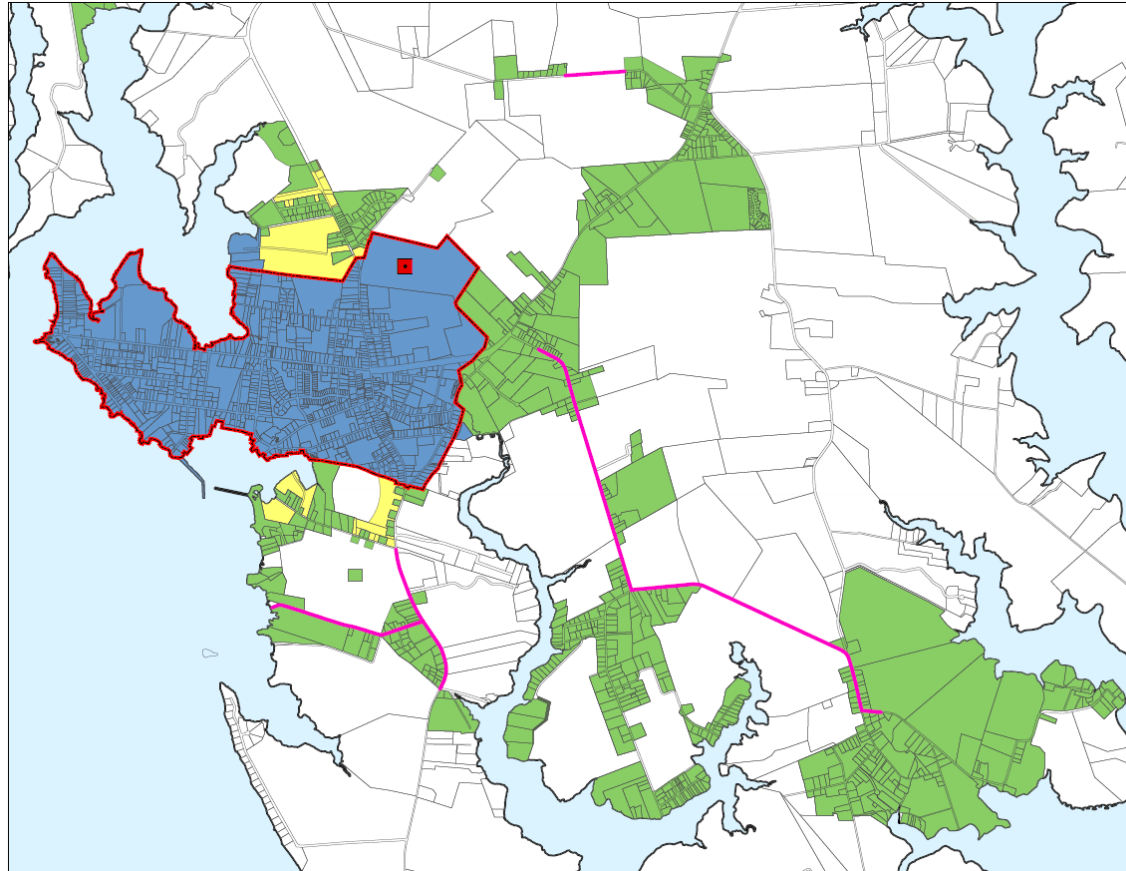
Description

Cover Sheet

Comp Plan Amendment Procedure



## Sewer Allocation Request



**FIGURE 4-2**  
**TOWN OF ROCK HALL**  
**WASTEWATER TREATMENT PLANT**  
**AND SEWERAGE SERVICE AREA**

**Legend**

-  Treatment Plant
-  Denied Access Force Main
-  Existing Town Service
-  Existing County Service
-  Planned County Service
-  Town Boundary

NOTES:  
Includes the following service areas:  
Allen's Lane  
Green Lane and Spring Cove  
Pinney Neck/Skinners Neck/Wesley Chapel  
Edesville

Kent County  
Comprehensive Water & Sewer Plan  
2018



1 inch = 2,000 feet

Kent County Department of Planning,  
Housing and Zoning, September 2018.

This document was developed in color. Reproduction in B/W may not represent the data as intended.

is received from the State, but in the event the State does not approve or reject the updated Plan within 90 days, the Plan shall be considered approved by the State.

The County Commissioners may amend the Plan by inserting, altering, or deleting as required. Amendments require public hearings and notice of the time and place of the public hearing along with a summary of the amendment to the plan must be published once a week for two successive weeks beginning at least fourteen days before the public hearing.

### **1.6.2. Amendments to The Comprehensive Water and Sewerage Plan**

COMAR Title 26 Subtitle 03 Chapter 01 (Planning Water Supply and Sewerage Systems) requires the governing body of the County review and adopt a revised County Comprehensive Water and Sewerage Plan on a triennial basis. In addition, State regulations permit the County Commissioners to amend the Water and Sewerage Plan more frequently by inserting, altering or deleting content provided the public is given adequate notice to express its opinion before the amendment is adopted. In any instance of amendment, revision, or update to the Kent County Water and Sewer Plan in its entirety, each action shall require a statement of certification of consistency with the County's Comprehensive Plan by the Kent County Department of Planning, Housing, and Zoning (Art 9-506 (a.1.ii)). This certification should indicate specific Comprehensive Plan references to assist in the MDE approval process.

Amendments to the Kent County Comprehensive Water and Sewerage Plan shall be considered on a quarterly basis at a minimum. If a party desires that the Comprehensive Water and Sewerage Plan be amended to include its proposed project, the party shall submit an application, in a form specified by the county, to the County Commissioners with a copy to the Kent County Department of Public Works. It must be made clear that an Amendment to the County's Comprehensive Water and Sewerage Plan does not obligate the County to enter into an Allocation Agreement.

This section is intended to serve as a guide for applicants and the Approving Authority. By clarifying the appropriate subjects for Amendment, this should reduce unnecessary applications and review workload for the County Commissioners and involved agencies. This plan also functions as an inventory document for the public and several state and local agencies. Regardless of the care taken in preparing policy and guidelines, decisions will have to be made that were not anticipated by this Plan. Therefore, what is listed below may not be an exhaustive listing. Anyone considering a project should contact the Kent County Department of Public Works in advance.

#### **1.6.2.1. Amendment Required**

- Any proposed individual, shared facility water supply system having a capacity equal to or greater than a 5,000 gpd average or any proposed individual, shared facility sewerage system having a capacity equal to or greater than a 5,000 gpd average.
- Any proposed 5,000 gpd average capacity or greater modification, expansion, or upgrade to any existing shared facility, whether currently included in this Plan or not.
- Any new or amended residential subdivision, or business facility, within or in close proximity to a planned service area which would exceed 5,000 gpd.
- Any change to the status of a denied access line.

#### **1.6.2.2. No Amendment Required**

- Any new or amended residential subdivision, or business facility, within an existing service area with less than a 5,000 gpd average capacity.
- Facility intended strictly for agricultural irrigation or aquacultural supply or make-up water. Other permits may be required.
- Shared water and/or sewage disposal systems serving two households, for the sole purpose of abating or preventing existing health problems. Health Department review and approval is required. The Health Department will provide an inventory of shared systems for inclusion in this Plan during triennial reviews to assist in planning relief.

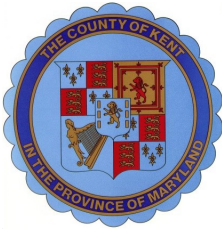
#### **1.6.2.3. Administrative Amendments**

- The Director of the Kent County Department of Public Works may amend or correct minor omissions or errors of fact administratively. In addition to omissions and errors, the following requests may be amended administratively. Such changes brought to the attention of the County Commissioners but do not require the full amendment procedure provided in 1.6.2.1 above.
- Any new or amended residential subdivision, or business facility, within a planned service area shown on the service area maps which would not exceed 5,000 gpd.
- Correction of existing problems, generating less than 5,000 gpd., outside of, but in close proximity, to an existing service area provided the following conditions are met:
  1. Adequate capacity exists in the collection, distribution and/or treatment facilities as determined by the Kent County Department of Public Works; and
  2. There is an existing dwelling or structure currently occupied on the property and the Kent County Health Department certifies in writing that there is an existing health problem; and
  3. A Public Works Agreement (PWA) is executed between the owner and County Commissioners restricting the service to the existing dwelling or structure only and limiting the size of the service connection to the existing use only.

#### **1.6.2.4. Amendment Review Process**

**STEP 1:** When a developer is interested in developing a project which requires sewer and/or water allocation, he will first submit a concept plan to the Kent County Department of Planning, Housing, and Zoning. The Kent County Department of Planning, Housing and Zoning will then conduct a concept plan review that will review at a conceptual level, the feasibility, design, and environmental characteristics of the proposal based on the standards set forth in the Ordinance and the Comprehensive Plan with the understanding that additional technical engineering, design material, survey work, and other subdivision documents will be submitted for review at later steps in the subdivision review process. The plans will then be scheduled for Technical Advisory Committee (TAC) review, at which time other County and State agencies will be provided the opportunity to ask questions, make comments and require revisions to the plans.

- STEP 2: After the concept plans have been reviewed by the TAC, the plans will be scheduled for a concept plan review by the Planning Commission. Scheduling of review of the project by the Planning Commission shall be done in conformance with Land Use Ordinance requirements and the rules of the Planning Commission.
- Upon review, the Planning Commission shall provide comments on the concept plan. The Planning Commission shall base their decision on the standards of review for concept plan as outlined in the Land Use Ordinance.
- STEP 3: The applicant for the project will submit a request to the Department of Water and Wastewater to determine if water and sewer capacity is adequate to serve the proposed project.
- STEP 4: Preliminary Plan as currently drafted
- STEP 5: Preliminary Plan as currently drafted with the following addition: The Planning Commission will review the project for compliance with the Land Use Ordinance and Comprehensive Plan and its feasibility, environmental, and design characteristics based on a specific project that compiles the requirements for a preliminary plan. At this stage, the applicant must demonstrate adequate provisions for water supply and sewage disposal, proposed methods for fire protection, preliminary stormwater management and Forest Conservation Plans.
- STEP 6: Projects which involve an average flow of 5,000 gpd, or more, must be included in the Comprehensive Water and Sewerage Plan prior to proceeding to Step 7. These projects will be submitted to MDE and MDP for consistency review comments.
- STEP 7: Application for water and/or sewer allocation is made to the Kent County Department of Public Works. The application shall be accompanied by: (1) a copy of the concept plan; (2) a letter from the Planning Commission with comments; (3) and any other pertinent information or documentation as deemed necessary by the Kent County Department of Public Works.
- STEP 8: Submit preliminary plan to the TAC.
- STEP 9: After approval of preliminary plan by TAC, submit the preliminary plan to the Planning Commission for review and approval.
- STEP 10: After receiving preliminary approval from the Planning Commission, the applicant shall then proceed with all final site and/or subdivision plans for submission and approval by TAC.
- STEP 11: The applicant shall enter into a Public Works Agreement (PWA) with the County Commissioners in a form prescribed by the Kent County Department of Public Works prior to final site plan approval. The PWA shall include at the least: (1) a reference to the approved plan; (2) a specific time frame in which all approvals shall be completed and construction shall have begun. Allocation fees are to be submitted at the time of execution of the PWA by the County Commissioners.
- STEP 12: Submit final site plan/subdivision plat to the Planning Commission for review and approval.



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**Dan Mattson, Director, Public Works**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Water and Wastewater Division - Sewer Allocation Request

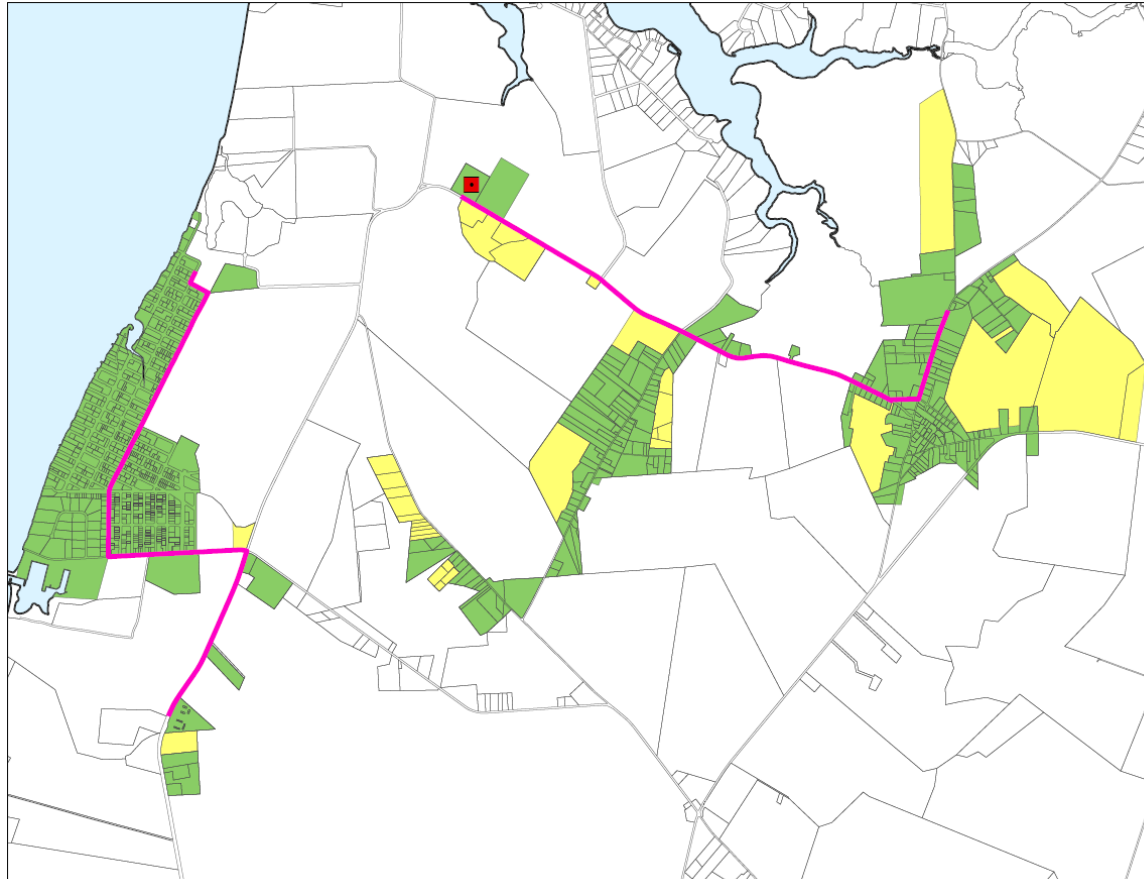
**ATTACHMENTS:**

Description

Cover Sheet

Boundary Survey for Allan Pleasanton

## Sewer Allocation Request



**FIGURE 4-8**  
**FAIRLEE-GEORGETOWN/  
TOLCHESTER  
WASTEWATER TREATMENT PLANT  
AND SEWERAGE SERVICE AREA**

**Legend**

-  Treatment Plant
-  Denied Access Force Main
-  Existing County Service
-  Planned County Service

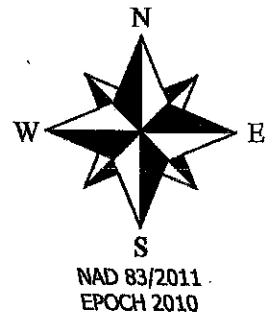
Kent County  
Comprehensive Water & Sewer Plan  
2018



1 inch = 2,000 feet

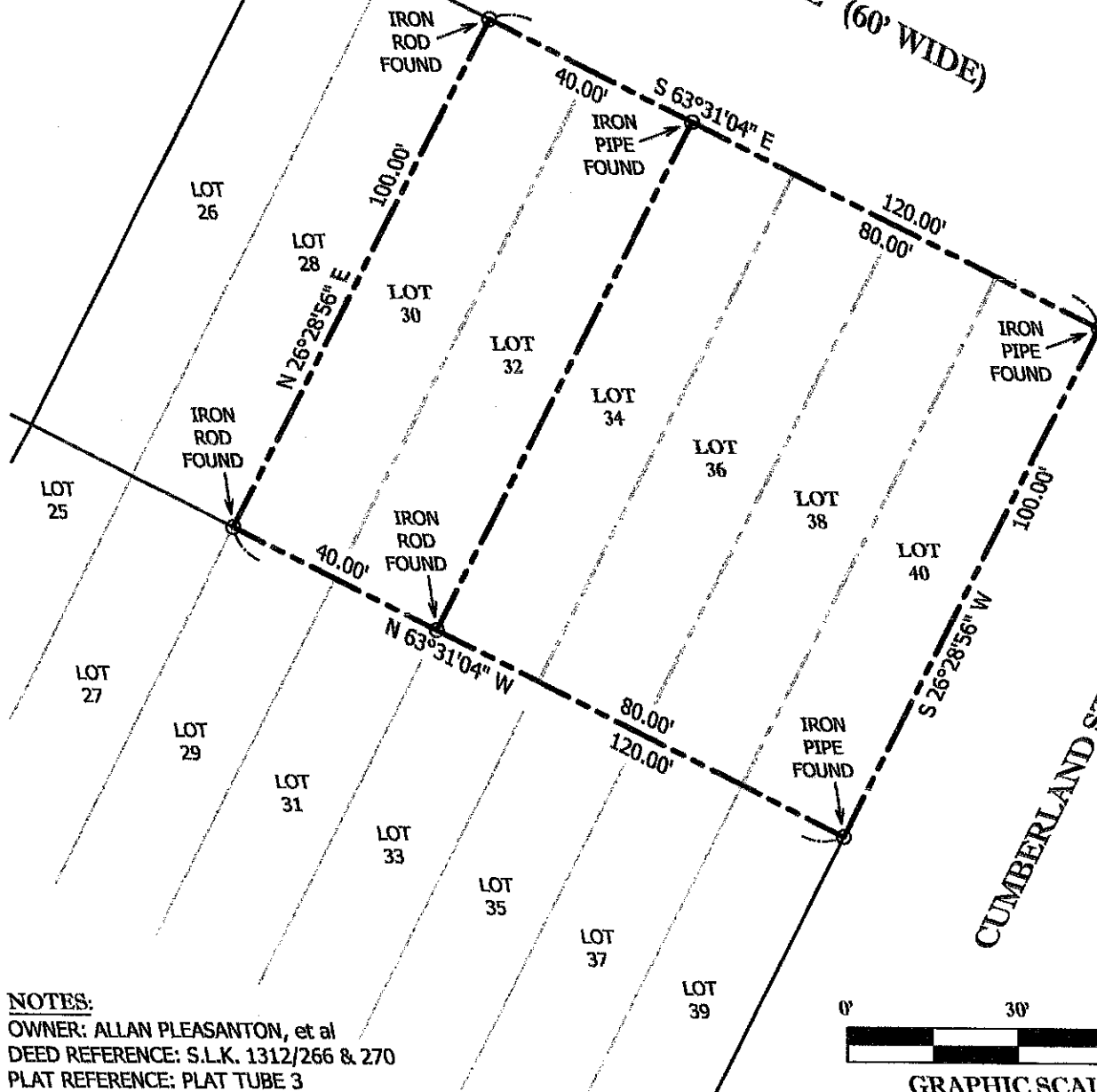
This document was developed in color. Reproduction in B/W may not represent the data as intended.

Kent County Department of Planning,  
Housing, and Zoning, September 2018.

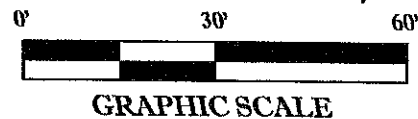


LOUISIANA AVENUE (60' WIDE)

CUMBERLAND STREET (60' WIDE)



**NOTES:**  
 OWNER: ALLAN PLEASANTON, et al  
 DEED REFERENCE: S.L.K. 1312/266 & 270  
 PLAT REFERENCE: PLAT TUBE 3

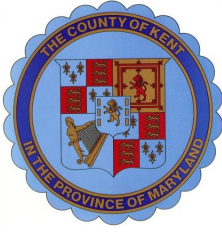


|                                                         |
|---------------------------------------------------------|
| BOUNDARY SURVEY                                         |
| OF LOTS 30, 32, 34, 36, 38, & 40 OF BLOCK 7H, PLAT 1 OF |
| <b>TOLCHESTER ESTATES</b>                               |
| SIXTH ELECTION DISTRICT, KENT COUNTY                    |
| MARYLAND                                                |
| MAP 35B PARCEL 759 & 761                                |

**EXTREME MEASURES**  
 LAND SURVEYORS  
 Chestertown, MD 21620 PHONE 410-778-0147  
[www.extrememeasuresllc.com](http://www.extrememeasuresllc.com)

|                   |
|-------------------|
| SCALE<br>1"=30'   |
| DRAWN BY<br>WJE   |
| DATE<br>11/30/23  |
| JOB NO.<br>1494-B |





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**Dan Mattson, Director, Public Works**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Requested Vehicle Order in Advance of Final FY2025 Budget Approval

**ATTACHMENTS:**

**Description**

05.14.24 Enterprise Fleet Management Vehicle Order In Advance Final FY2025 Budget Quote 7920551

05.14.24 Bluetech LLC, OES Estimate 2025 Aftermarket Accessories

Cover Sheet





Prepared For: Kent County  
Mattson, Daniel

Date 04/05/2024  
AE/AM J4G/BK2

## Unit #

Year 2024 Make Chevrolet Model Tahoe

Series Special Service Vehicle 4dr 4x4

Vehicle Order Type In-Stock Term 60 State MD Customer# 581825

|                |                                                                  |
|----------------|------------------------------------------------------------------|
| \$ 78,692.41   | Capitalized Price of Vehicle <sup>1</sup>                        |
| \$ 0.00 *      | License and Certain Other Charges <u>5.5000%</u> State <u>MD</u> |
| \$ 280.00 *    | Initial License Fee                                              |
| \$ 0.00        | Registration Fee                                                 |
| \$ 250.00      | Other: (See Page 2)                                              |
| \$ 11,833.71 * | Capitalized Price Reduction                                      |
| \$ 0.00 *      | Tax on Capitalized Price Reduction                               |
| \$ 0.00        | Gain Applied From Prior Unit                                     |
| \$ 0.00 *      | Tax on Gain On Prior                                             |
| \$ 0.00 *      | Security Deposit                                                 |
| \$ 0.00 *      | Tax on Incentive ( Taxable Incentive Total : \$0.00 )            |

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

## Order Information

Driver Name Kent County  
Exterior Color (0 P) Summit White  
Interior Color (0 I) Jet Black w/Cloth Seat Trim  
Lic. Plate Type Government  
GVWR 0

|                    |                                                                                 |
|--------------------|---------------------------------------------------------------------------------|
| \$ 67,108.70       | Total Capitalized Amount (Delivered Price)                                      |
| \$ 905.97          | Depreciation Reserve @ <u>1.3500%</u>                                           |
| \$ 386.89          | Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) <sup>2</sup> |
| <b>\$ 1,292.86</b> | <b>Total Monthly Rental Excluding Additional Services</b>                       |

## Additional Fleet Management

Master Policy Enrollment Fees

\$ 0.00 Commercial Automobile Liability Enrollment  
Liability Limit \$0.00

\$ 0.00 Physical Damage Management

Comp/Coll Deductible 0 / 0

\$ 0.00 Full Maintenance Program <sup>3</sup> Contract Miles 40,000  
Incl: # Brake Sets (1 set = 1 Axle) 0

OverMileage Charge \$ 0.0500 Per Mile

# Tires 0

Loaner Vehicle Not Included

**\$ 0.00 Additional Services SubTotal**

\$ 0.00 Use Tax 0.0000%

State

**\$ 1,292.86 Total Monthly Rental Including Additional Services**

\$ 12,750.50 Reduced Book Value at 60 Months

\$ 400.00 Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 8,000

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

## Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

## ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement. In the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a \$500 disposal fee, interest incurred, and loss of value.

LESSEE Kent County

BY

The County Commissioners of Kent County

TITLE

President

DATE

05/14/24

\* INDICATES ITEMS TO BE BILLED ON DELIVERY.

<sup>1</sup> Capitalized price of vehicle may be adjusted to reflect final manufacturer's invoice, plus a pre delivery interest charge. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicle.

<sup>2</sup> Monthly lease charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor).

<sup>3</sup> The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.



Aftermarket Equipment Total

| Description                             | (B)illed or (C)apped | Price        |
|-----------------------------------------|----------------------|--------------|
| ERV Partition/Cage                      | C                    | \$ 23,667.41 |
|                                         |                      |              |
| Total Aftermarket Equipment Billed      |                      | \$ 0.00      |
| Total Aftermarket Equipment Capitalized |                      | \$ 23,667.41 |
| Aftermarket Equipment Total             |                      | \$ 23,667.41 |

Other Totals

| Description                     | (B)illed or (C)apped | Price     |
|---------------------------------|----------------------|-----------|
| Initial Administration Fee      | C                    | \$ 60.00  |
| Pricing Plan Delivery Charge    | C                    | \$ 190.00 |
| Courtesy Delivery Fee           | C                    | \$ 0.00   |
|                                 |                      |           |
| Total Other Charges Billed      |                      | \$ 0.00   |
| Total Other Charges Capitalized |                      | \$ 250.00 |
| Other Charges Total             |                      | \$ 250.00 |

**VEHICLE INFORMATION:**

2024 Chevrolet Tahoe Special Service Vehicle 4dr 4x4 - US

Series ID: CK10706

**Pricing Summary:**

|                    | INVOICE            | MSRP               |
|--------------------|--------------------|--------------------|
| Base Vehicle       | \$49,901.5         | \$52,750.00        |
| Total Options      | \$1,756.30         | \$1,930.00         |
| Destination Charge | \$1,995.00         | \$1,995.00         |
| <b>Total Price</b> | <b>\$53,652.80</b> | <b>\$56,675.00</b> |

**SELECTED COLOR:**

Exterior: GAZ-(0 P) Summit White

Interior: H1T-(0 I) Jet Black w/Cloth Seat Trim

**SELECTED OPTIONS:**

| CODE     | DESCRIPTION                                      | INVOICE  | MSRP     |
|----------|--------------------------------------------------|----------|----------|
| 1FL      | Preferred Equipment Group 1FL                    | NC       | NC       |
| 5J3      | Surveillance Mode Calibration Interior Lighting  | Included | Included |
| 5W4      | Special Service Vehicle Identifier               | NC       | NC       |
| 6C7      | SEO: Red & White Front Auxiliary Dome Lighting   | \$154.70 | \$170.00 |
| 6E2      | SEO: Fleet Calibration (6E2)                     | \$22.75  | \$25.00  |
| AMF      | Remote Keyless Entry Package (SEO)               | \$68.25  | \$75.00  |
| ATD      | 3rd Row Passenger Seat Delete                    | Included | Included |
| AU7      | Fleet Common Key                                 | Included | Included |
| AZ3      | Front 40/20/40 Split-Bench Seat                  | STD      | STD      |
| BTV      | Remote Start                                     | \$273.00 | \$300.00 |
| C6H      | GVWR: 7,500 lbs (3,402 kgs)                      | STD      | STD      |
| DELPRF   | 3 Years of OnStar Remote Access Delete           | Included | Included |
| DELUE1   | OnStar & Chevrolet Connect Services Delete       | Included | Included |
| DELVV4   | 4G LTE Wi-Fi Hot Spot Delete                     | Included | Included |
| GAZ_01   | (0 P) Summit White                               | NC       | NC       |
| GU5      | 3.23 Rear Axle Ratio                             | STD      | STD      |
| H1T_02   | (0 I) Jet Black w/Cloth Seat Trim                | NC       | NC       |
| IOR      | Radio: Chevrolet Infotainment 3 System           | STD      | STD      |
| JL1      | Integrated Trailer Brake Controller              | Included | Included |
| K47      | High-Capacity Air Cleaner                        | Included | Included |
| K6K      | 760 Cold-Cranking Amps Auxiliary Battery         | Included | Included |
| KX4      | 250 Amps Alternator                              | Included | Included |
| L84      | Engine: 5.3L EcoTec3 V8                          | STD      | STD      |
| MHU      | Transmission: Electronic 10-Speed Automatic w/OD | STD      | STD      |
| NHT      | Max Trailering Package                           | \$318.50 | \$350.00 |
| NQH      | 2-Speed Active Electronic Autotrac Transfer Case | Included | Included |
| PNTTBL01 | Paint Table : Solid Paint                        | \$0.00   | \$0.00   |
| QAE      | Tires: 275/60R20SL AT BW                         | \$91.00  | \$100.00 |
| R6J      | Ship-Thru Verification Code                      | NC       | NC       |
| RC1      | Front Skid Plate                                 | Included | Included |
| RD4      | Wheels: 20" x 9" Painted Aluminum                | \$728.00 | \$800.00 |
| STD TM   | Cloth Seat Trim                                  | STD      | STD      |
| UDA      | OnStar Deactivated                               | \$-77.35 | \$-85.00 |



| CODE | DESCRIPTION                                 | INVOICE  | MSRP     |
|------|---------------------------------------------|----------|----------|
| UIJ  | Infotainment Display                        | Included | Included |
| UN9  | SEO: Radio Suppression Package              | \$86.45  | \$95.00  |
| UQF  | 6-Speaker Audio System Feature              | Included | Included |
| UT7  | SEO: Ground Wires                           | Included | Included |
| UTQ  | SEO: Content Theft-Deterrent Disable System | \$45.50  | \$50.00  |
| V03  | Extra Capacity Cooling System               | Included | Included |
| V53  | Luggage Rack Side Rails Delete              | Included | Included |
| V76  | 2 Front Frame-Mounted Black Recovery Hooks  | \$45.50  | \$50.00  |
| VPV  | Ship-Thru: Kerr Industries                  | Included | Included |
| ZL6  | Advanced Trailering Package                 | Included | Included |
| ZW7  | Premium Smooth Ride Suspension Package      | STD      | STD      |
| ZY1  | Solid Paint                                 | STD      | STD      |

## **CONFIGURED FEATURES:**

### Body Exterior Features:

Number Of Doors: 4  
Rear Cargo Door Type: liftgate  
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors  
Spoiler: rear lip spoiler  
Skid Plates: skid plates  
Side Steps: yes  
Door Handles: body-coloured  
Front And Rear Bumpers: body-coloured front and rear bumpers  
Rear Step Bumper: rear step bumper  
Front Tow Hooks: 2 front tow hooks  
Body Material: galvanized steel/aluminum body material  
: class IV trailering with harness, hitch, brake controller  
Body Side Cladding: black bodyside cladding  
Grille: grille with chrome bar

### Convenience Features:

Air Conditioning: automatic dual-zone front air conditioning  
Air Filter: air filter  
Rear Air Conditioning: rear air conditioning with separate controls  
Cruise Control: cruise control with steering wheel controls  
Power Windows: power windows with front and rear 1-touch down  
1/4 Vent Rear Windows: power rearmost windows  
Remote Keyless Entry: keyfob (all doors) remote keyless entry  
Illuminated Entry: illuminated entry  
Integrated Key Remote: integrated key/remote  
Auto Locking: auto-locking doors  
Passive Entry: Keyless Open and Start proximity key  
Trunk FOB Controls: keyfob trunk/hatch/door release  
Remote Engine Start: remote start - keyfob and smart device (subscription required)  
Steering Wheel: steering wheel with manual tilting, manual telescoping  
Day-Night Rearview Mirror: day-night rearview mirror  
Driver and Passenger Vanity Mirror: illuminated auxiliary driver and passenger-side visor mirrors  
Emergency SOS: OnStar and Chevrolet connected services capable  
Front Cupholder: front and rear cupholders  
Overhead Console: mini overhead console  
Glove Box: locking glove box  
Driver Door Bin: driver and passenger door bins  
Rear Door Bins: rear door bins  
Seatback Storage Pockets: 2 seatback storage pockets  
IP Storage: covered bin instrument-panel storage  
Driver Footrest: driver's footrest  
Retained Accessory Power: retained accessory power  
Power Accessory Outlet: 1 12V DC power outlet  
AC Power Outlet: 2 120V AC power outlet

### Entertainment Features:

radio: AM/FM stereo with seek-scan  
Voice Activated Radio: voice activated radio  
Speed Sensitive Volume: speed-sensitive volume  
Steering Wheel Radio Controls: steering-wheel mounted audio controls  
Speakers: 6 speakers  
TV Tuner: OnStar Turn-by-Turn Navigation turn-by-turn navigation directions  
1st Row LCD: 2 1st row LCD monitor  
Wireless Connectivity: wireless phone connectivity  
Antenna: window grid antenna

### Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off reflector LED low/high beam headlamps

Front Wipers: variable intermittent Rainsense rain detecting wipers wipers  
Rear Window wiper: fixed interval rear window wiper  
Rear Window Defroster: rear window defroster  
Tinted Windows: deep-tinted windows  
Front Reading Lights: front and rear reading lights  
Ignition Switch: ignition switch light  
Variable IP Lighting: variable instrument panel lighting  
Display Type: analog appearance  
Tachometer: tachometer  
Voltmeter: voltmeter  
Low Tire Pressure Warning: tire specific low-tire-pressure warning  
Park Distance Control: Front and Rear Park Assist front and rear parking sensors  
Trip Computer: trip computer  
Trip Odometer: trip odometer  
Oil Pressure Gauge: oil pressure gauge  
Water Temp Gauge: water temp. gauge  
Engine Hour Meter: engine hour meter  
Clock: in-radio display clock  
Systems Monitor: driver information centre  
Check Control: redundant digital speedometer  
Rear Vision Camera: rear vision camera  
Oil Pressure Warning: oil-pressure warning  
Water Temp Warning: water-temp. warning  
Battery Warning: battery warning  
Low Oil Level Warning: low-oil-level warning  
Low Coolant Warning: low-coolant warning  
Lights On Warning: lights-on warning  
Key in Ignition Warning: key-in-ignition warning  
Low Fuel Warning: low-fuel warning  
Low Washer Fluid Warning: low-washer-fluid warning  
Door Ajar Warning: door-ajar warning  
Trunk Ajar Warning: trunk-ajar warning  
Brake Fluid Warning: brake-fluid warning  
Turn Signal On Warning: turn-signal-on warning  
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning

#### Safety And Security:

ABS four-wheel ABS brakes  
Number of ABS Channels: 4 ABS channels  
Brake Assistance: brake assist  
Brake Type: four-wheel disc brakes  
Vented Disc Brakes: front and rear ventilated disc brakes  
Daytime Running Lights: daytime running lights  
Spare Tire Type: full-size spare tire  
Spare Tire Mount: underbody mounted spare tire w/crankdown  
Driver Front Impact Airbag: driver and passenger front-impact airbags  
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags  
Overhead Airbag: curtain 1st, 2nd and 3rd row overhead airbag  
Occupancy Sensor: front passenger airbag occupancy sensor  
Height Adjustable Seatbelts: height adjustable front seatbelts  
Seatbelt Pretensioners: front seatbelt pre-tensioners  
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt  
Side Impact Bars: side-impact bars  
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks  
Rear Child Safety Locks: rear child safety locks  
Ignition Disable: PASS-Key III immobilizer  
Panic Alarm: panic alarm  
Electronic Stability: electronic stability  
Traction Control: ABS and driveline traction control  
Front and Rear Headrests: manual adjustable front head restraints

Rear Headrest Control: 2 rear head restraints

Break Resistant Glass: break resistant glass

Seats And Trim:

Seating Capacity max. seating capacity of 6

Front Bucket Seats: front split-bench 40-20-40 seats

Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments

Reclining Driver Seat: power reclining driver and passenger seats

Driver Lumbar: power 2-way driver and passenger lumbar support

Driver Height Adjustment: power height-adjustable driver and passenger seats

Driver Fore/Aft: power driver and passenger fore/aft adjustment

Driver Cushion Tilt: power driver and passenger cushion tilt

Front Centre Armrest Storage: front centre armrest

Rear Seat Type: rear manual reclining 60-40 split-bench seat

Rear Seat Fore/Aft: manual rear seat fore/aft adjustment

Rear Folding Position: rear seat tumble forward

Rear Seat Armrest: rear seat centre armrest

Leather Upholstery: cloth front and rear seat upholstery

Headliner Material: full cloth headliner

Floor Covering: full vinyl/rubber floor covering

Interior Accents: chrome/metal-look interior accents

Cargo Space Trim: carpet cargo space

Trunk Lid: plastic trunk lid/rear cargo door

Cargo Light: cargo light

Concealed Cargo Storage: concealed cargo storage

Standard Engine:

Engine 355-hp, 5.3-liter V-8 (regular gas)

Standard Transmission:

Transmission 10-speed automatic w/ OD and auto-manual

**BlueTech**

7570 Gumboro Rd.  
Pittsville, MD 21850  
+1 4107267661  
justin@bluetechinstallations.net  
www.bluetechinstallations.net

**BlueTech, LLC****Estimate****ADDRESS**

Kent County Office of Emergency Services  
104 Vickers Drive, Unit D  
Chestertown, Maryland 21620  
USA

**SHIP TO**

Kent County Office of Emergency Services  
104 Vickers Drive, Unit D  
Chestertown, Maryland 21620  
USA

**ESTIMATE**

2025

**DATE**

03/26/2024

| SKU                       | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                        | QTY | RATE     | AMOUNT   |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|----------|
|                           | Whelen *Lightbar, Siren + Speaker Combo*<br>Liberty Duo WCX, 54" Red/White Red/White<br>C399<br>Amplifier Control Module, Flashing Outputs, Includes 3 WeCanX™ Ports, and<br>Controls up to 99 Devices/Remote Modules, Control Heads Purchased<br>Separately<br>CCTL6<br>WeCanX KNOB/SLIDE CONTROL HEAD<br>C399K6<br>OBD II CANPORT KIT TAHOE/SUB<br>SA315 Series, Small Round Profile, Nylon Composite<br>Speaker | 1   | 4,562.50 | 4,562.50 |
| SAK70                     | SA-315 MT KIT 2021 CHEVY TAHOE                                                                                                                                                                                                                                                                                                                                                                                     | 1   | 0.00     | 0.00     |
| CEM16                     | WeCanX 16 OUTPUT EXPANSION MOD                                                                                                                                                                                                                                                                                                                                                                                     | 1   | 196.63   | 196.63   |
| TLI2D                     | ION T-Series™ Linear Super-LED, DUO™ Color,<br>Red/White                                                                                                                                                                                                                                                                                                                                                           | 6   | 131.63   | 789.78   |
| I2D                       | Super LED dash, deck, lip mount, black housing, Red/White, With White<br>Override, Black Housing                                                                                                                                                                                                                                                                                                                   | 4   | 135.68   | 542.72   |
| PSD02FCR                  | STRIPLITE+ DUO FLASHER RED/WHT                                                                                                                                                                                                                                                                                                                                                                                     | 2   | 146.44   | 292.88   |
| TCRWX6                    | WeCanX TRACER 6-LAMP HOUSING + TCRB7 HOUSING                                                                                                                                                                                                                                                                                                                                                                       | 2   | 902.48   | 1,804.96 |
| TCRWXP                    | WCX TRACER PRIMARY DUO LT R/W                                                                                                                                                                                                                                                                                                                                                                                      | 2   | 38.48    | 76.96    |
| TCRWXS                    | WCX TRACER SECONDARY DUO R/W                                                                                                                                                                                                                                                                                                                                                                                       | 10  | 38.48    | 384.80   |
| TCRB54A                   | TRACER MTG KIT 2021 TAHOE OVER                                                                                                                                                                                                                                                                                                                                                                                     | 2   | 72.23    | 144.46   |
| PKG-VSX-1800-TAH-<br>PM-1 | Wide VSX Console with Front Printer Mount for Laptop Docking Stations for<br>2021-2022 Chevrolet Tahoe PPV & SSV                                                                                                                                                                                                                                                                                                   | 1   | 1,633.94 | 1,633.94 |
| C-HDM-224                 | 8.5" Heavy-Duty Telescoping Pole Kit for Wide VSX Console with Front<br>Printer Mount for 2021-2022 Chevrolet Tahoe PPV & SSV                                                                                                                                                                                                                                                                                      | 1   | 186.88   | 186.88   |
| CUP2-1004                 | Self-Adjusting Double Cup Holder (Fixed Mount)                                                                                                                                                                                                                                                                                                                                                                     | 1   | 52.81    | 52.81    |
| C-USB-3                   | USB-C & USB Type A Dual Port Charger                                                                                                                                                                                                                                                                                                                                                                               | 1   | 80.44    | 80.44    |
| C-FPW-130                 | 13" Filler Plate For Wide VSW Consoles                                                                                                                                                                                                                                                                                                                                                                             | 1   | 0.00     | 0.00     |
| C-EBW-WHE-1               | Whelen Control Head Bracket                                                                                                                                                                                                                                                                                                                                                                                        | 1   | 8.13     | 8.13     |



|                       |                                                                         |   |          |          |
|-----------------------|-------------------------------------------------------------------------|---|----------|----------|
| C-MD-119              | 11" Slide Out Locking Swing Arm with Low Profile Motion Device Adapter  | 1 | 298.19   | 298.19   |
| C-ARM-109             | Internal Mount Armrest                                                  | 1 | 267.31   | 267.31   |
| C-FPW-2               | 2" Filler Plate For Wide VSW Consoles                                   | 1 | 0.00     | 0.00     |
| 7531                  | Blue Sea Systems Gen II P12 Series Battery Charger - 25 Amp             | 1 | 800.83   | 800.83   |
| 73627                 | Blue Sea Systems 7851001, Sure Eject, No Cover, 20 Amp, 120VAC (1 MIN)  | 1 | 431.86   | 431.86   |
| 907517                | Blue Sea Systems 7517, P12 EV Battery Charger Display (1 MIN)           | 1 | 274.29   | 274.29   |
| 73617                 | Blue Sea Systems 7823, Sure Eject Cover, White, 15A/20A, 120VAC (1 MIN) | 1 | 38.80    | 38.80    |
| AC-21TH-CPMNT         | 2021+ Tahoe cargo mount, 5-piece system                                 | 1 | 370.50   | 370.50   |
| CP-20UV-2S-BCHS       | Ambulance Organizer                                                     | 1 | 4,114.69 | 4,114.69 |
| RP-21TH-PL-2          | 2021-22 Tahoe rear cage with polycarbonate window                       | 1 | 721.05   | 721.05   |
| MAGNETIC-MIC-MMSU-1   | Magnetic Mic                                                            | 2 | 34.00    | 68.00    |
| Installation Supplies | Installation Supplies                                                   | 1 | 375.00   | 375.00   |
| Standard Labor        | Nicholson's Tinting, LLC                                                | 1 | 1,050.00 | 1,050.00 |
| Standard Labor        | Standard Labor                                                          | 1 | 3,424.00 | 3,424.00 |

Kent County DES 2024 Tahoe

EIN 81-4695385

SUBTOTAL 22,992.41

TAX 0.00

SHIPPING 675.00

TOTAL **\$23,667.41**

Accepted By

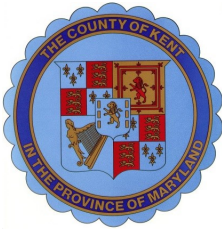
*Ronnie Feltman*

Accepted Date

*05/14/24*

## Requested Vehicle Order





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**Jim Miller, Director, Human Resources**  
**5/14/2024**  
**County Commissioners Meeting**

**Item Summary:**

Deputy Director of Public Works Vacancy

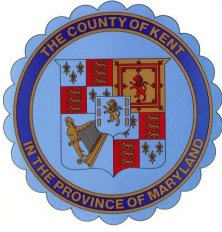
**ATTACHMENTS:**

Description

Cover Page

We take care of employees from “Hire to Retire – and Beyond.”- Kent County Human Resources





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**Jennifer Hizer, Assistant Director of Government Grants, Washington  
College  
5/14/2024  
County Commissioners Meeting**

**ATTACHMENTS:**

**Description**

05.14.24 Anne Balduzzi, Innovation Hub Support Letter

05.14.24 Alyssa Clemons, Innovation Hub Support Letter



**The County Commissioners of Kent County**  
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member  
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

May 14, 2024

Ms. Anne A. Balduzzi  
Managing Director Entrepreneur & Ecosystem Empowerment (E3)  
TEDCO (Maryland Technology Development Corporation)  
10960 Grantchester Way, Suite 120  
Columbia, MD 21044

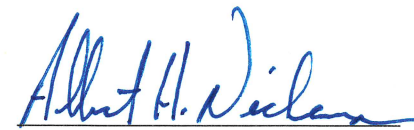
RE: Innovation Hub – Letter of Support

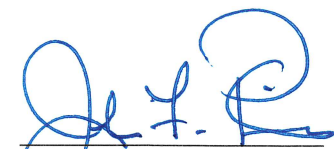
Dear Ms. Balduzzi:

The County Commissioners of Kent County fully support Washington College's Funding request to develop an Innovation Hub on the Former Dixon Valve and Vita Foods site at 800 High Street in Chestertown. This project will also yield economic benefits by nurturing entrepreneurial spirits and providing support for innovative ventures to thrive, thus contributing to the region's economic prosperity.

Sincerely,  
THE COUNTY COMMISSIONERS  
OF KENT COUNTY, MARYLAND

  
Ronald H. Fithian, President

  
Albert H. Nickerson, Member

  
John F. Price, Member





**The County Commissioners of Kent County**  
Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member  
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

May 14, 2024

Alyssa Clemons, Project Manager  
Maryland Department of Housing and Community Development  
Division of Neighborhood Revitalization  
2 North Charles Street, Suite 450  
Baltimore, MD 21201

RE: Innovation Hub – Letter of Support

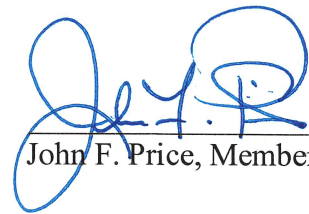
Dear Ms. Clemons:

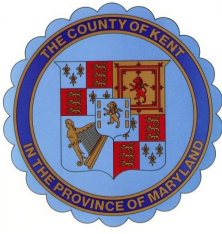
The County Commissioners of Kent County fully support Washington College's Funding request to develop an Innovation Hub on the Former Dixon Valve and Vita Foods site at 800 High Street in Chestertown. This project will also yield economic benefits by nurturing entrepreneurial spirits and providing support for innovative ventures to thrive, thus contributing to the region's economic prosperity.

Sincerely,  
THE COUNTY COMMISSIONERS  
OF KENT COUNTY, MARYLAND

  
Ronald H. Fithian, President

  
Albert H. Nickerson, Member

  
John F. Price, Member



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## **Commission On Aging 5/14/2024 County Commissioners Meeting**

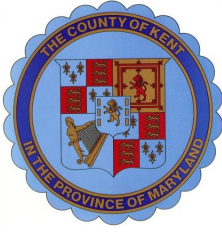
### **Item Summary:**

Thank You Letters

### **ATTACHMENTS:**

Description





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## **Procedures For Public Comment 5/14/2024 County Commissioners Meeting**

### **ATTACHMENTS:**

#### **Description**

05.14.24 Public Comments Sign In Sheet

Procedures for Public Comment

**PUBLIC COMMENTS  
SIGN IN SHEET  
May 14, 2024**

| NAME (please print) | ADDRESS | TOPIC  |
|---------------------|---------|--------|
| Mike Waal           |         | Kirwan |
|                     |         |        |
|                     |         |        |
|                     |         |        |
|                     |         |        |



## Office of The County Commissioners

### Press and Public Comments

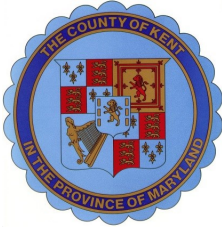
Time is allotted at the end of each meeting for the Commissioners to receive comments from the public. Anyone interested in speaking must sign up on the provided Public Comment sign-up sheet located on the table inside the meeting room.

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 of County business. Written statements can be hand-delivered or mailed to:

The County Commissioners of Kent County, Maryland  
400 High Street  
Chestertown, MD 21620  
[kentcounty@kentgov.org](mailto:kentcounty@kentgov.org)



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**American Rescue Plan Act (ARPA) Funds Spend Plan**  
**5/14/2024**  
**County Commissioners Meeting**

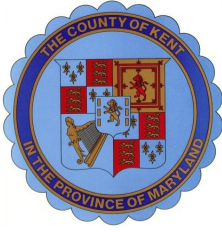
**ATTACHMENTS:**

**Description**

5-7-2024 ARPA Fund Commissioner Report

**AMERICAN RESCUE PLAN ACT FUND**  
**AS OF COMMISSIONER MEETING MINUTES DATED**  
**5/7/2024**

| Project                                                                       | Department                 | Project Estimate    | Date Approved | Amount Approved     | Date Completed |
|-------------------------------------------------------------------------------|----------------------------|---------------------|---------------|---------------------|----------------|
| Feed the Elderly Year 1                                                       | Local Management Board     | 112,800             | 08/31/21      | 112,800             | 9/30/2022      |
| Feed the Elderly Year 2 and 3                                                 | Local Management Board     | 204,115             | 03/08/22      | 204,115             |                |
| Clariflocculator Replacement Project                                          | Water & Wastewater Fund    | 275,000             | 08/31/21      | 275,000             | 6/28/2022      |
| Clariflocculator Replacement Project Change Order #1                          |                            | 2,817               | 01/11/22      | 2,817               | 6/28/2022      |
| Clariflocculator Replacement Project Change Order #2                          |                            | 90,642              | 01/11/22      | 90,642              | 11/23/2022     |
| AV System                                                                     | Information Technology     | 71,254              | 10/26/21      | 71,254              | 5/17/2023      |
| IT Software                                                                   | Information Technology     | 27,095              | 10/26/21      | 27,095              | 8/10/2022      |
| Neighborhood & Infrastructure Grants                                          | Information Technology     | 258,402             | 12/14/21      | 258,402             |                |
| A/V Equipment in EOC                                                          | Emergency Operation Center | 14,087              | 02/01/22      | 14,087              |                |
| SCADA Pump Station Monitoring                                                 | Water & Wastewater Fund    | 110,065             | 02/08/22      | 110,065             |                |
| Millington/RT301 Wastewater Treatment Feasibility Study                       | Water & Wastewater Fund    | 57,500              | 02/08/22      | 57,500              |                |
| Millington/RT301 Wastewater Conveyance System Capacity Study                  |                            | 9,500               | 09/27/22      | 9,500               |                |
| Tolchester Wastewater-Design Services Influent Screen                         | Water & Wastewater Fund    | 52,910              | 02/08/22      | 52,910              |                |
| Tolchester Wastewater - Bid Services and Const. Management                    |                            | 35,735              | 09/27/22      | 35,735              |                |
| Tolchester Wastewater Influent Screen Construction                            |                            | 600,914             | 04/25/23      | 600,914             |                |
| Worton WWTP Influent Lagoon Engineer Design & Bid Services                    | Water & Wastewater Fund    | 33,076              | 03/22/22      | 33,076              |                |
| Worton WWTP Influent Lagoon Engineer Const. Management                        |                            | 43,736              | 03/08/23      | 43,736              |                |
| Worton WWTP Lagoon Sludge Removal Contract                                    |                            | 1,400,725           | 12/13/22      | 1,400,725           |                |
| Worton WWTP Lagoon Sludge Removal Contract Change Order #1                    |                            | 30,000              | 06/13/23      | 30,000              |                |
| Worton WWTP Lagoon Sludge Removal Contract Change Order #2                    |                            | (486,784)           | 08/08/23      | (486,784)           |                |
| Kennedyville Pump Station #2 Relocation Design                                | Water & Wastewater Fund    | 52,338              | 09/27/22      | 52,338              |                |
| Kennedyville Pump Station #2 Relocation Const. Management                     |                            | <i>Deferred</i>     |               |                     |                |
| Kennedyville Pump Station #2 Construction                                     |                            | <i>Deferred</i>     |               |                     |                |
| Worton/Kennedyville GIS Water and Sewer Facilities Mapping                    | Water & Wastewater Fund    | 75,770              | 09/27/22      | 75,770              |                |
| Worton Vehicle Storage Building & site prep/lighting/heat                     | Water & Wastewater Fund    | 40,000              | 10/25/22      | 40,000              |                |
| Worton WWTP Solids Press Replacement Design                                   | Water & Wastewater Fund    | 64,940              | 11/28/23      | 64,940              |                |
| Worton WWTP Solids Press Replacement Construction Management                  |                            | 20,000              |               |                     |                |
| Worton WWTP Solids Press Replacement                                          |                            | 250,000             |               |                     |                |
| Sewer Jetter Camera Nozzle                                                    | Water & Wastewater Fund    | 14,065              | 04/02/24      | 14,065              |                |
| Major Repairs and Expenses                                                    | Water & Wastewater Fund    |                     |               |                     |                |
| Well redevelopment program                                                    |                            | 40,000              | 04/02/24      | 40,000              |                |
| Pump Stations - pump replacement program                                      |                            | 28,000              | 04/02/24      | 28,000              |                |
| Worton Wastewater Treatment Plant - replace electrical wiring                 |                            | 50,000              | 04/02/24      | 50,000              |                |
| Fairlee Water Treatment Plant - design/replace actuator valve & repair piping |                            | 15,000              | 04/02/24      | 15,000              |                |
| Tolchester Wastewater Treatment Plant - replace control valves                |                            | 19,000              | 04/02/24      | 19,000              |                |
| Pump Station SCADA Upgrades - convert remainder of locations                  |                            | 36,675              | 04/02/24      | 36,675              |                |
| <b>Total Amount of Funds Committed</b>                                        |                            | <u>\$ 3,649,377</u> |               | <u>\$ 3,379,377</u> |                |
| <b>Amount of ARPA Funds</b>                                                   |                            | 3,766,777           |               | 3,766,777           |                |
| <b>Balance of ARPA Funds Remaining</b>                                        |                            | <u>\$ 117,400</u>   |               | <u>\$ 387,400</u>   |                |



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## **Contingency and Use of Fund Balance Report**

### **5/14/2024**

### **County Commissioners Meeting**

#### **ATTACHMENTS:**

##### **Description**

5-7-2024 Commissioner Report Contingency

**FY24 CONTINGENCY & USE OF FUND BALANCE  
AS OF COMMISSIONERS MEETING MINUTES DATED  
May 7, 2024**

[illegible]