

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

March 22, 2022

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

Meeting Announcements

Building is Open for In-Person Attendance, for Remote Participation Dial 1-872-239-8359,
Conference ID 234 783 694#

Special Announcement

The Board May Choose To Take A Meal Break, If Needed

Public Notices

Alcoholic Beverage License Hearing

Blue Bird Tavern, LLC trading as Blue Bird Tavern

Alcoholic Beverage License Hearing

Shottie N. Huey, LLC trading as Blue Heron Oyster House and Inn

Code Home Rule Bill No. 2-2022, Hospitals and Human Care Institutions in the Village District

Public Hearing Notice

Code Home Rule Bill No. 3-2022, Home and Business Services in the Village District

Public Hearing Notice

Public Meeting Announcement

Joint Meeting of the Five-County Legislative Bodies - Dorchester, Talbot, Queen Anne's, Kent and Caroline Counties

Consent Items

#1 - Regular Session Minutes, March 15, 2022

#2 - Liquor Minutes, March 15, 2022

#3 - Bill Mackey, Director, Planning, Housing, and Zoning

Great Oak Manor Request to Release Letters of Credit

Special Class C Licenses

Sultana Education Foundation, Beer and Wine, April 1, 2022

Sultana Education Foundation, Beer and Wine, May 6, 2022

Sultana Education Foundation, Beer and Wine, June 3, 2022

Sultana Education Foundation, Beer and Wine, August 5, 2022

Sultana Education Foundation, Beer and Wine, September 2, 2022

Sultana Education Foundation, Beer and Wine, October 7, 2022

Appointments

Shelly Neal-Edwards, Director, Kent County Department of Social Services
Legal Services
Shelly Neal-Edwards, Director, Kent County Department of Social Services
Summer Supplemental Nutrition Assistance Program (SNAP)

American Rescue Plan Act Funds

American Rescue Plan Act (ARPA) Funds Spend Plan
Mike Moulds, Director, Public Works
Funding Request for Water and Wastewater Division

Public Works Director

Building Maintenance
Building Janitorial Services Proposal
Roads Division
FY 2022 Changes to Blacktop Paving Projects
Water and Wastewater Division
Redevelopment of Worton Well #6

Departmental Appointments

Bill Mackey, Director, Planning, Housing and Zoning
April 2022 "Fair Housing Month" Proclamation
Bill Mackey, Director, Planning, Housing and Zoning
Proposed 2022 Priority Letter to the Transportation Secretary
Myra Butler, Director, Parks and Recreation
Swimming Pool Services and Lifeguard Staffing Management Request
Myra Butler, Director, Parks and Recreation
Swimming Pool Services and Lifeguard Staffing Contract Approval
Myra Butler, Director, Parks and Recreation
Departmental Update
Rosemary Ramsey Granillo, Director, Kent County Local Management Board
Approval of FY 2023 Community Partnership Agreement Application

Human Resources Director

Planning, Housing, and Zoning
Permits Specialist Vacancy
Public Works - Roads Division
Motor Equipment Operator II Vacancy
Public Works - Water and Wastewater
Utility Technician Vacancy

County Administrator

Shelley L. Heller, County Administrator

Request for Contingency Funds

Kent County Ethics Commission

Member Reappointment

Request for Waiver of Interest and Penalty Fees

Reverend Henry Sabetti, Shrewsbury Parish Episcopal Church

Request for Funding

County Administrator Report

Sara Rich, President and CEO, Choptank Community Health System, Inc.

Letter of Support

Shelley L. Heller, County Administrator

Request to Withdraw House Bill 1465 / Senate Bill 982 - Kent County - Archery
Hunting - Safety Zone

Letters for Signature

Citizen Interest Form

Ethics Commission

Citizen Interest Form

Interest in Multiple Boards and Committees

Public Comment/Media Review

Procedures for Public Comment

For Your Information

D. Lee Curry, Director, Water and Science Administration, Maryland Department of the
Environment

Approval of Resolution 2022-02, Amendment to the 2018 Kent County Comprehensive
Water and Sewerage Plan, Ina Reed

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.)



**Building is Open for In-Person Attendance, for Remote Participation
Dial 1-872-239-8359, Conference ID 234 783 694#
3/22/2022
County Commissioners Meeting**



**The Board May Choose To Take A Meal Break, If Needed
3/22/2022
County Commissioners Meeting**



Alcoholic Beverage License Hearing 3/22/2022 County Commissioners Meeting

Item Summary:

Blue Bird Tavern, LLC trading as Blue Bird Tavern

ATTACHMENTS:

Description

04.12.22 Blue Bird Tavern Public Hearing Notice



Board of License Commissioners

P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member

NOTICE

Application has been made by Patricia Ann Lewis, Member, representing Blue Bird Tavern, LLC, trading as Blue Bird Tavern for a Class B, Beer, Wine, and Liquor License on the premises known as:

Blue Bird Tavern
512 Washington Avenue
Chestertown, MD 21620

which shall authorize the holder thereof to sell Beer, Wine, and Liquor at retail, at the place therein described, for on-premises consumption or elsewhere. A hearing on the said application will be held by the undersigned in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr. Government Center, 400 High Street, Chestertown, MD on April 12, 2022, at 10:00 a.m. at which time any exceptions to the application will be heard.

By order of:

THE BOARD OF LICENSE COMMISSIONERS
FOR KENT COUNTY, MARYLAND

A handwritten signature in blue ink that reads "Sondra M. Blackiston".

Sondra M. Blackiston
Clerk

PUBLISH KCN 03/24/22, 03/31/22



Alcoholic Beverage License Hearing 3/22/2022 County Commissioners Meeting

Item Summary:

Shottie N. Huey, LLC trading as Blue Heron Oyster House and Inn

ATTACHMENTS:

Description

04.12.22 Blue Heron Oyster House and Inn Public Hearing Notice



Board of License Commissioners

P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member

NOTICE

Application has been made by members: Sean T. Dunworth, Kevin H. Hodge, and Kristin L. Dunworth, representing Shottie N Huey, LLC, trading as Blue Heron Oyster House and Inn for a Class B, Beer, Wine, and Liquor License on the premises known as:

Blue Heron Oyster House and Inn
20658 Wilkins Avenue
Rock Hall, MD 21661

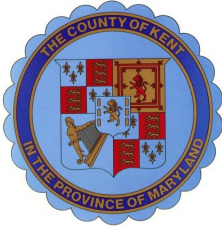
which shall authorize the holder thereof to sell Beer, Wine, and Liquor at retail, at the place therein described, for on-premises consumption or elsewhere. A hearing on the said application will be held by the undersigned in the County Commissioners' Hearing Room, R. Clayton Mitchell, Jr. Government Center, 400 High Street, Chestertown, MD on April 12, 2022, at 10:00 a.m. at which time any exceptions to the application will be heard.

By order of:

THE BOARD OF LICENSE COMMISSIONERS
FOR KENT COUNTY, MARYLAND

Sondra M. Blackiston
Clerk

PUBLISH KCN 03/24/22, 03/31/22



**Code Home Rule Bill No. 2-2022, Hospitals and Human Care
Institutions in the Village District
3/22/2022
County Commissioners Meeting**

Item Summary:

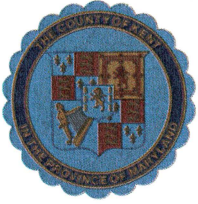
Public Hearing Notice

ATTACHMENTS:

Description

CHR Bill No. 2-2022 Hospitals and Human Care Institutions in the Village District Public Hearing Notice

CHR 2-2022 Hospitals and Human Care Institutions in the Village District DRAFT Legislation



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 15, 2022
Legislative Session Day

Legislative Session Day
March 15, 2022

CODE HOME RULE
BILL NO. 2-2022

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

AN ACT to amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance, by amending Article V. *District Regulations*, Section 7. *Village District*, 7.3 *Special Exceptions*, by adding a new sub-section 14, "Hospitals, rehabilitation facilities, or other similar institutions for human care but not including animal hospitals"; and to amend Article VII. *Special Exceptions*, Section 7. *Special Exceptions*, sub-section 27 by adding "V" to the districts where the special exception is allowed.

A hearing will be held on April 12, 2022, at 10:00 a.m. in the Commissioners' Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland. The agenda for the meeting will be published online at www.kentcounty.com/commissioners/meeting-agenda, 24 hours in advance of the meeting, and it will include a unique call-in number, citizens are encouraged to participate in the Public Hearing and offer comments at the meeting either by phone or by attending in-person. If you require communication assistance, please contact the County Commissioners' Office at (410) 778-4600 and press 4 or visit Maryland Relay at www.mdrelay.org no later than April 8, 2022.

A complete copy of the proposed legislative bill is available in the Commissioners' Office, 400 High Street, Chestertown, MD, Monday through Friday, 8:30 a.m. to 4:30 p.m. and on the County's website at www.kentcounty.com/commissioners/draft-legislation.

By order of:

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

Sondra M. Blackiston
Clerk

PUBLISH: KCN 03/24/22, 03/31/22

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

**March 15, 2022
Legislative Session Day**

**Legislative Session Day
March 15, 2022**

**CODE HOME RULE
BILL NO. 2-2022**

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

AN ACT to amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance, by amending Article V. *District Regulations*, Section 7. *Village District*, 7.3 *Special Exceptions*, by adding a new sub-section 14, "Hospitals, rehabilitation facilities, or other similar institutions for human care but not including animal hospitals"; and to amend Article VII. *Special Exceptions*, Section 7. *Special Exceptions*, sub-section 27 by adding "V" to the districts where the special exception is allowed.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

P. Thomas Mason, President

INTRODUCED, read first time, March 15, 2022, ordered posted and public hearing scheduled April 12, 2022, at 10:00 a.m. in the County Commissioners Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland.

By order of:

Sondra M. Blackiston, Clerk

PUBLIC HEARING

HAVING been posted and notice of time and place of hearing and copies having been made available to the public and the press, a public hearing was held on April 12, 2022. Reported favorably [with] [without] amendments; read a second time and ordered to be considered on April 19, 2022, a legislative session day.

**A BILL ENTITLED CHR 2-2022
HOSPITALS AND HUMAN CARE INSTITUTIONS IN THE VILLAGE DISTRICT**

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

ARTICLE V.

DISTRICT REGULATIONS

...

SECTION 7. VILLAGE DISTRICT

...

7.3 SPECIAL EXCEPTIONS

...

13. *Wind energy systems, small*

14. HOSPITALS, REHABILITATION FACILITIES, OR OTHER SIMILAR INSTITUTIONS FOR HUMAN CARE BUT NOT INCLUDING ANIMAL HOSPITALS

...

ARTICLE VII. SPECIAL EXCEPTIONS

...

SECTION 7. SPECIAL EXCEPTIONS

...

27. Hospitals, rehabilitation facilities, or other similar institutions for human care but not including animal hospitals in **V**, IV and IVCA

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

Read Third Time _____

PASSED this ____ day of _____

Failed of Passage _____

By order of:

Sondra M. Blackiston, Clerk

(SEAL)

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

P. Thomas Mason, President

Ronald H. Fithian, Member

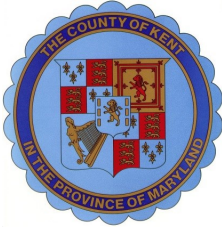
Robert N. Jacob, Jr., Member

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

BILL NO. 2-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

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



Code Home Rule Bill No. 3-2022, Home and Business Services in the Village District

3/22/2022

County Commissioners Meeting

Item Summary:

Public Hearing Notice

ATTACHMENTS:

Description

CHR Bill No. 3-2022 Home and Business Services in the Village District Public Hearing Notice

CHR 3-2022 Home and Business Services in the Village District DRAFT Legislation



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 15, 2022
Legislative Session Day

Legislative Session Day
March 15, 2022

CODE HOME RULE
BILL NO. 3-2022

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

AN ACT to amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance, by amending Article V, *District Regulations*, Section 7, *Village District*, 7.2 *Permitted Principal Uses and Structures*, by adding a new sub-section 27, "Home and business services such as grounds care, janitorial, exterminators, landscaping, and other repair and maintenance services, but not septic tank maintenance, subject to site plan review".

A hearing will be held on April 12, 2022, at 10:00 a.m. in the Commissioners' Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland. The agenda for the meeting will be published online at www.kentcounty.com/commissioners/meeting-agenda, 24 hours in advance of the meeting, and it will include a unique call-in number, citizens are encouraged to participate in the Public Hearing and offer comments at the meeting either by phone or by attending in-person. If you require communication assistance, please contact the County Commissioners' Office at (410) 778-4600 and press 4 or visit Maryland Relay at www.mdrelay.org no later than April 8, 2022.

A complete copy of the proposed legislative bill is available in the Commissioners' Office, 400 High Street, Chestertown, MD, Monday through Friday, 8:30 a.m. to 4:30 p.m. and on the County's website at www.kentcounty.com/commissioners/draft-legislation.

By order of:

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

A handwritten signature in blue ink, reading "Sondra M. Blackiston".

Sondra M. Blackiston
Clerk

PUBLISH: KCN 03/24/22, 03/31/22

THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

**March 15, 2022
Legislative Session Day**

**Legislative Session Day
March 15, 2022**

**CODE HOME RULE
BILL NO. 3-2022**

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

AN ACT to amend Chapter 222, Zoning, of the County Code of Kent County, Maryland, also known as the Kent County Land Use Ordinance, by amending Article V, *District Regulations*, Section 7, *Village District*, 7.2 *Permitted Principal Uses and Structures*, by adding a new subsection 27, “Home and business services such as grounds care, janitorial, exterminators, landscaping, and other repair and maintenance services, but not septic tank maintenance, subject to site plan review”.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

P. Thomas Mason, President

INTRODUCED, read first time, March 15, 2022, ordered posted and public hearing scheduled April 12, 2022, at 10:00 a.m. in the County Commissioners Hearing Room, R. Clayton Mitchell, Jr., Kent County Government Center, 400 High Street, Chestertown, Maryland.

By order of:

Sondra M. Blackiston, Clerk

PUBLIC HEARING

HAVING been posted and notice of time and place of hearing and copies having been made available to the public and the press, a public hearing was held on April 12, 2022. Reported favorably [with] [without] amendments; read a second time and ordered to be considered on April 19, 2022, a legislative session day.

**A BILL ENTITLED CHR 3-2022
HOME AND BUSINESS SERVICES IN THE VILLAGE DISTRICT**

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

ARTICLE V.

DISTRICT REGULATIONS

...

SECTION 7. VILLAGE DISTRICT

...

7.2 PERMITTED PRINCIPAL USES AND STRUCTURES

...

26. Data processing centers, subject to site plan review.

27. HOME AND BUSINESS SERVICES SUCH AS GROUNDS CARE, JANITORIAL, EXTERMINATORS, LANDSCAPING, AND OTHER REPAIR AND MAINTENANCE SERVICES, BUT NOT SEPTIC TANK MAINTENANCE, SUBJECT TO SITE PLAN REVIEW

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

Read Third Time _____

PASSED this ____ day of _____

Failed of Passage _____

By order of:

Sondra M. Blackiston, Clerk

(SEAL)

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

P. Thomas Mason, President

Ronald H. Fithian, Member

Robert N. Jacob, Jr., Member

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

BILL NO. 3-2022

CAPITALS AND BOLD INDICATE MATTER ADDED TO EXISTING LAW.

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



Public Meeting Announcement 3/22/2022 County Commissioners Meeting

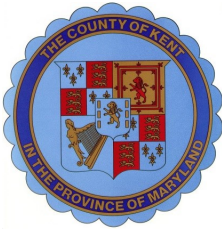
Item Summary:

ATTACHMENTS:

Description

03.22.22 Five-County Joint Meeting of the Legislative Bodies (Dorchester, Talbot, Queen Anne's, Kent and Caroline Counties) for a Budget Discussion with Chesapeake College

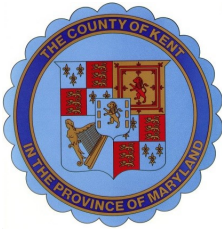
The County Commissioners of Kent County, Maryland, do hereby provide public notice of a joint meeting on April 7, 2022, at 6:00 p.m., with the five-county legislative bodies of Dorchester, Talbot, Queen Anne's, Kent, and Caroline Counties. The meeting will be held at the Chesapeake College, 1000 College Circle, Wye Mills, MD 21679 and is open to the public. The purpose of the meeting will be primarily to discuss budgetary matters concerning Chesapeake College, and any other matters that each county chooses to discuss.



**#1 - Regular Session Minutes, March 15, 2022
3/22/2022
County Commissioners Meeting**

ATTACHMENTS:

Description



#2 - Liquor Minutes, March 15, 2022
3/22/2022
County Commissioners Meeting

ATTACHMENTS:
Description



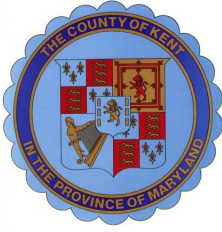
#3 - Bill Mackey, Director, Planning, Housing, and Zoning
3/22/2022
County Commissioners Meeting

Item Summary:

Great Oak Manor Request to Release Letters of Credit

ATTACHMENTS:

Description



Sultana Education Foundation, Beer and Wine, April 1, 2022
3/22/2022
County Commissioners Meeting

ATTACHMENTS:

Description

4749 Sultana Education Foundation, Application

4749

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

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

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

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

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

Sultana Education Foundation

Address 200 S. Cross St.

Type of Function Fundraiser / 1st Friday Community Celebration

Location of Function 200 S. Cross St.

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.
3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.
4. The applicants have not had a license for the sale of alcoholic beverages revoked.
5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No
6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.
7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.
8. The license for which this application is made is to be for the following day(s) April 1, 2022.
Begin at: 5:00 End at: 7:00 and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 15) in payment for the license.

Please Select One:

X Pick Up

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

9. Applicants

① Elizabeth Schmeltz 7101 Pomona Rd.
Name Residence
22 years Dir. Public Programs 40778-5454
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

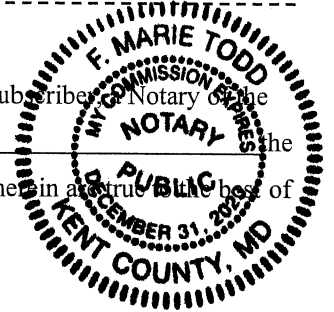
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Elizabeth Schmeltz the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



② [Signature] 104 E Campus Ave, Chestertown, MD 21620
Name Residence
30 years Vice Pres 413-480-5713 CHRIS CERINO
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

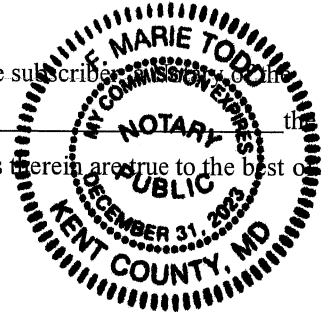
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Chris Cerino the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



③ Madison Beres 516 High St. Chestertown, MD 21620
Name Residence
25 years Development 410 778-5454
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Madison Beres the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

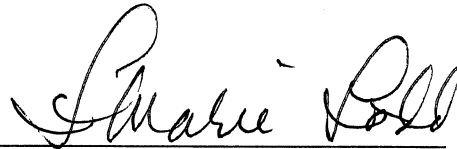
(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

 Signature (s)
Chris Cerino Print Name

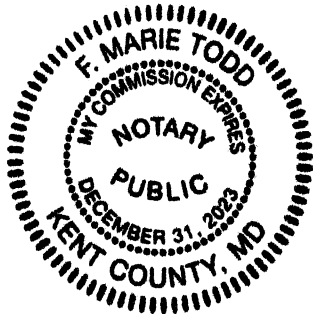
STATE OF MARYLAND, County of Kent:

THIS CERTIFIES, that on the 17th day of March, 2022,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
Chris Cerino and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.



(SEAL)



The Board of License Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-7435

www.kentcounty.com/alcoholic-beverage

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

BRANDON MCFAYDEN
INSPECTOR

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

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

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

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

Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Liza Bricker

(Please Print)

Phone # 410/778-5954



(Signature)

Date 3/14/22





**Sultana Education Foundation, Beer and Wine, May 6, 2022
3/22/2022
County Commissioners Meeting**

ATTACHMENTS:

Description

4750 Sultana Education Foundation, Application

4750

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

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

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

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

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

Sultana Education Foundation

Address 200 S. Cross St.

Type of Function Fundraiser / 1st Friday Community Celebration

Location of Function 200 S. Cross St.

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) May 6, 2022.
Begin at: 5:00 End at: 7:00 and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 5) in payment for the license.

Please Select One:

(X) Pick Up

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

9. Applicants

① Elizabeth Schmeltz 7101 Pomona Rd.
Name Residence
22 years Public Programs 401-778-5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

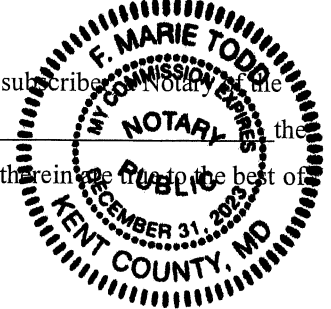
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Elizabeth Schmeltz the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



② [Signature] 104 E Campus Ave, Chestertown, MD 21620
Name Residence
30 years Vice Pres 443-480-5713
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

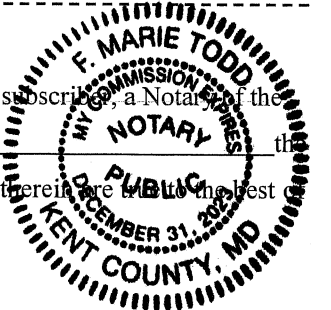
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Chris Perino the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



③ Madison Beres 516 High St. Chestertown, MD 21620
Name Residence
25 years Development 410 778 5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

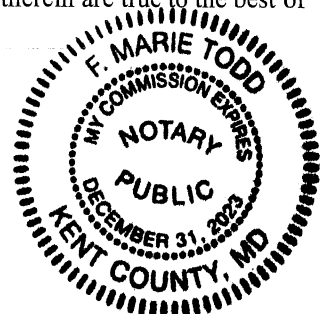
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Madison Beres the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

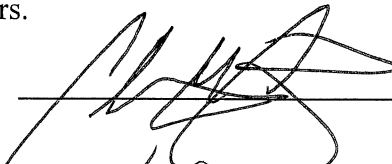
F. Marie Todd

(SEAL)



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.



Chris Cerino Signature (s)

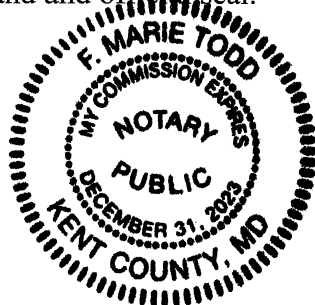
Chris Cerino Print Name

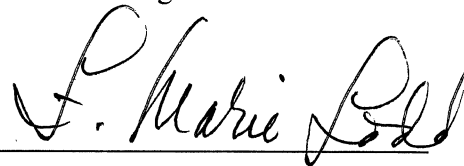
STATE OF MARYLAND, County of Kent:

THIS CERTIFIES, that on the 17th day of March, 2022
before the subscriber, a Notary of the State of Maryland, personally appeared _____
Chris Cerino and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.

(SEAL)





The Board of License Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-7435

www.kentcounty.com/alcoholic-beverage

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

BRANDON MCFAYDEN
INSPECTOR

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

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

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

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

Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Liza Brooker

(Please Print)

Phone # 410/778-5954

[Signature]

(Signature)

Date 3/14/22





Sultana Education Foundation, Beer and Wine, June 3, 2022
3/22/2022
County Commissioners Meeting

ATTACHMENTS:

Description

4751 Sultana Education Foundation, Application

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

4751

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

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

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

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

Sultana Education Foundation

Address 200 S. Cross St.

Type of Function Fundraiser / 1st Friday Community Celebration

Location of Function 200 S. Cross St.

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) June 3, 2022.
Begin at: 5:00 End at: 7:00 and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 15) in payment for the license.

Please Select One:

X Pick Up

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

9. Applicants

① Elizabeth Schmeltz 7101 Pomona Rd.
Name Residence
22 years Dir. Public Programs 40778-5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

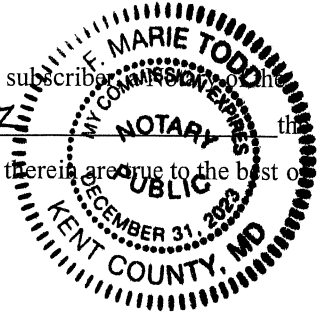
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Elizabeth Schmeltz the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F Marie Todd

(SEAL)



② [Signature] 104 E Campus Ave, Chestertown, MD 21620
Name Residence
30 years Vice Pres 413-480-5713 CHRIS PERINO
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

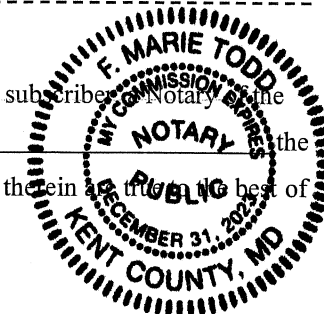
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Chris Perino the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F Marie Todd

(SEAL)



③ Madison Beres 516 High St. Chestertown, MD 21620
Name Residence
25 years Development 410 778 5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

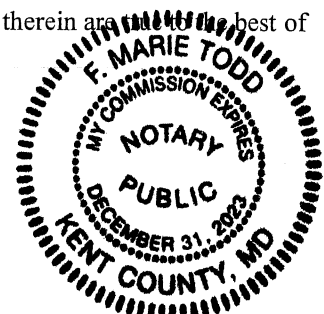
STATE OF MARYLAND

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F Marie Todd

(SEAL)



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

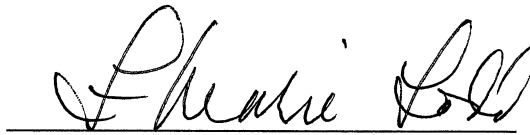


Chris Cerino Signature (s)

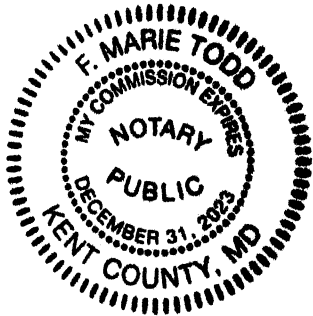
Chris Cerino Print Name

STATE OF MARYLAND, County of Kent :
THIS CERTIFIES, that on the 19th day of March, 2022,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
Chris Cerino and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.



(SEAL)



The Board of License Commissioners of Kent County

P. THOMAS MASON
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MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
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COUNTY ATTORNEY

BRANDON MCFAYDEN
INSPECTOR

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

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3. No intoxicated person shall be served any alcoholic beverages.
4. No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

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

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

Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Liza Brooker

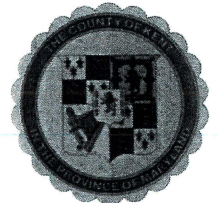
(Please Print)

Phone # 410/778-5954

[Signature]

(Signature)

Date 3/14/22



County Commissioners
Office

Date 3-17-22 LK



**Sultana Education Foundation, Beer and Wine, August 5, 2022
3/22/2022
County Commissioners Meeting**

ATTACHMENTS:

Description

4752 Sultana Education Foundation, Application

4752

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

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

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

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

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

Sultana Education Foundation

Address 200 S. Cross St.

Type of Function Fundraiser / 1st Friday Community Celebration

Location of Function 200 S. Cross St.

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) Aug 5, 2022
Begin at: 5:00 End at: 7:00 and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 15)
in payment for the license.

Please Select One:

(X) Pick Up

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

9. Applicants

① Elizabeth Schmeltz 7101 Pomona Rd.
Name Residence
22 years Dir. Public Programs 410/778-5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

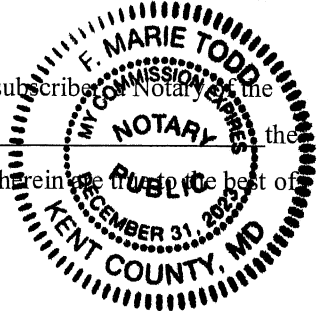
STATE OF MARYLAND

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WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



② [Signature] 104 E Campus Ave, Chestertown, MD 21620
Name Residence
30 years Vice Pres 413-480-5713
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

STATE OF MARYLAND

This certifies, that on the 19th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Chris Cerino the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



③ Madison Beres 510 High St. Chestertown, MD 21620
Name Residence
25 years Development 410 778 5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

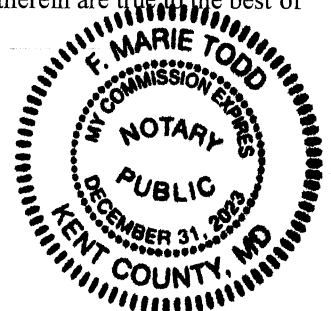
STATE OF MARYLAND

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(SEAL)



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ALCOHOLIC BEVERAGES LAWS OF MARYLAND

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Signature (s)

Chris Cerino

Print Name

STATE OF MARYLAND, County of Kent:

THIS CERTIFIES, that on the 17th day of March, 2022,

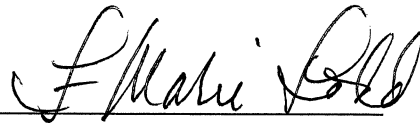
before the subscriber, a Notary of the State of Maryland, personally appeared _____

Chris Cerino

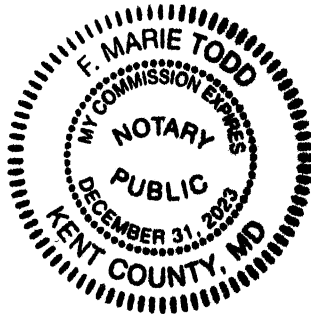
and acknowledged the execution of the foregoing

statement to be a true act.

WITNESS my hand and official seal.



(SEAL)



The Board of License Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
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www.kentcounty.com/alcoholic-beverage

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COUNTY ATTORNEY

BRANDON MCFAYDEN
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Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Liza Bricker

(Please Print)

Phone # 410/778-5954

[Signature]

(Signature)

Date 3/14/22



County Commissioners
Office

Date 3-17-22 LC



**Sultana Education Foundation, Beer and Wine, September 2, 2022
3/22/2022
County Commissioners Meeting**

ATTACHMENTS:

Description

4753 Sultana Education Foundation, Application

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

4753

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

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

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

Sultana Education Foundation

Address 200 S. Cross St.

Type of Function Fundraiser / 1st Friday Community Celebration

Location of Function 200 S. Cross St.

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5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) Sept. 2, 2022.
Begin at: 5:00 End at: 7:00 and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 15) in payment for the license.

Please Select One:

(X) Pick Up

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

9. Applicants

① Elizabeth Schmeltz 7101 Pomona Rd.
Name Residence
22 years Dir. Public Programs 40778-5954 ETD
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

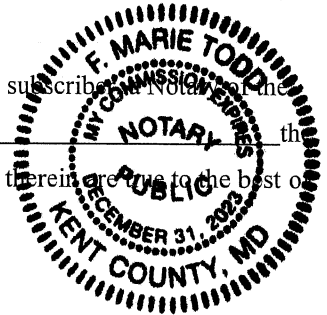
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Elizabeth Schmeltz the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



② [Signature] 104 E Campus Ave, Chestertown, MD 21620
Name Residence
30 years Vice Pres 443-480-5713 CHRIS PERINO
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

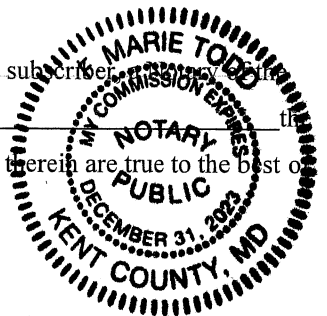
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Chris Perino the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



③ Madison Beres 516 High St. Chestertown, MD 21620
Name Residence
25 years Development 410 778 5954 [Signature]
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

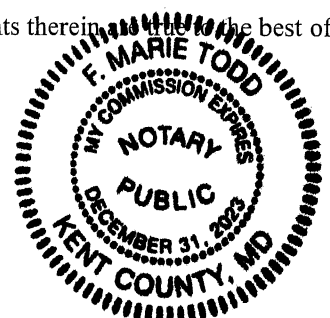
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Madison Beres the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

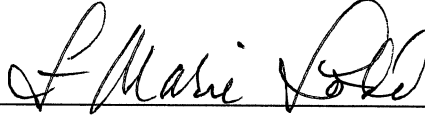
(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

_____
Signature (s)
Chris Cerino_____
Print Name

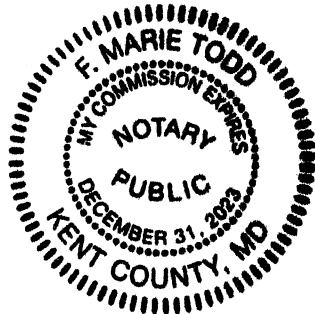
STATE OF MARYLAND, County of Kent_____:

THIS CERTIFIES, that on the 17th day of March, 2022,
before the subscriber, a Notary of the State of Maryland, personally appeared _____
Chris Cerino_____ and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.

_____

(SEAL)



The Board of License Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-7435

www.kentcounty.com/alcoholic-beverage

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

BRANDON MCFAYDEN
INSPECTOR

SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

In applying for this Special Class "C" (Per Diem) License it is important that you realize the responsibility that goes with the issuance of the license. All persons or groups using this license as authorized under Sections 4-1202, 4-1208, 4-1209, 24-503, 24-1301, 24-1307, and 24-1308 of the Alcoholic Beverages Article of the Annotated Code of Maryland are covered by all the laws regarding the sale and consumption of alcoholic beverages. Special care should be taken to be sure the following edicts are adhered to:

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

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

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

Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Liza Brocher
(Please Print)

Phone # 410/778-5954

[Signature]
(Signature)

Date 3/14/22



County Commissioners
Office

Date 3-17-22 LJC



Sultana Education Foundation, Beer and Wine, October 7, 2022
3/22/2022
County Commissioners Meeting

ATTACHMENTS:

Description

4754 Sultana Education Foundation, Application

4754

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

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

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

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

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

Sultana Education Foundation

Address 200 S. Cross St.

Type of Function Fundraiser / 1st Friday Community Celebration

Location of Function 200 S. Cross St.

2. This function is operated exclusively for a religious, fraternal, civic, veterans', or charitable organization, association, club, or society; or hospital supporting organization.

3. The applicants are citizens of the United States, not less than twenty-one years of age, and have never been convicted of a felony.

4. The applicants have not had a license for the sale of alcoholic beverages revoked.

5. Have the applicants ever been adjudged guilty of violating the laws for the prevention of gambling in the State of Maryland and/or adjudged guilty of violating the laws governing the sale of alcoholic beverages in the State of Maryland or the United States? ____ Yes or No

6. The applicants will, if granted a license, conform to all laws and regulations relating to the business with respect to which such license is desired.

7. The applicants submit herewith a statement duly executed and acknowledged by the owner of the premises in which the business is to be conducted, assenting to the granting of the license applied for, authorizing the Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) for the aforesaid County, its duly authorized agents and employees, and any peace officer of said county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the premises where said business is to be conducted, at any and all hours.

8. The license for which this application is made is to be for the following day(s) Oct. 7, 2022
Begin at: 5:00 End at: 7:00 and the applicant tenders herewith the sum of (\$ 15 Per Diem) (\$ 5) in payment for the license.

Please Select One:

X Pick Up

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

9. Applicants

(1) Elizabeth Schmeltz 7101 Pomona Rd.
Name Residence
22 years Dir. Public Programs 410/778-5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

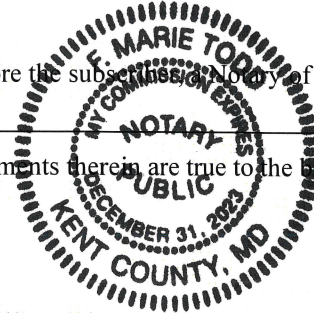
STATE OF MARYLAND

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WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



(2) [Signature] 104 E Campus Ave, Chestertown, MD 21620
Name Residence
30 years Vice Pres 413-480-5713
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

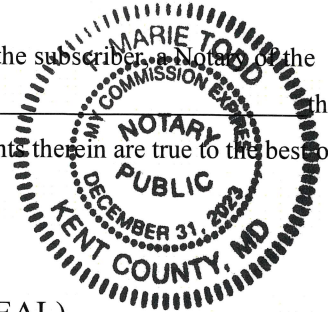
STATE OF MARYLAND

This certifies, that on the 17th day of March, 2022, before the subscriber, a Notary of the State of Maryland, personally appeared Chris Cerino the applicant(s) named in the foregoing application and made oath in the due form of law that the statements therein are true to the best of (his, their) knowledge and belief.

WITNESS my hand and official seal.

F. Marie Todd

(SEAL)



(3) Madison Beres 616 High St. Chestertown, MD 21620
Name Residence
25 years Development 410 778 5954
Length of Residence in Kent Co. Committee Title Phone No. (Signature of Applicant)

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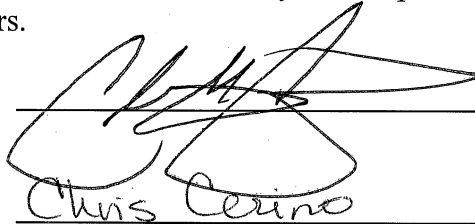
F. Marie Todd

(SEAL)



STATEMENT OF OWNER OF PREMISES REQUIRED IN CONNECTION WITH
ALCOHOLIC BEVERAGES LAWS OF MARYLAND

(I, WE) HEREBY CERTIFY, That (I am, we are) the owner(s) of the property named in the a foregoing application made to the aforesaid licensing authority for said county under the Alcoholic Beverages Laws of Maryland and assent to the granting of the license applied for, and hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners (if any) of said county, its duly authorized agents and employees, and any peace officer of such county, to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

_____
Signature (s)
Chris Cerino_____
Print Name

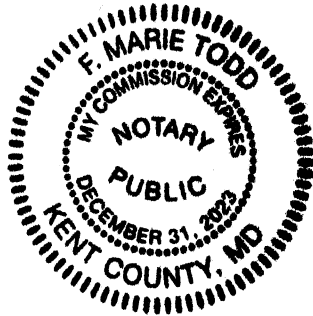
STATE OF MARYLAND, County of Kent_____:

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before the subscriber, a Notary of the State of Maryland, personally appeared _____
Chris Cerino_____ and acknowledged the execution of the foregoing
statement to be a true act.

WITNESS my hand and official seal.

_____

(SEAL)



The Board of License Commissioners of Kent County

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PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
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SPECIAL CLASS "C" (PER DIEM) LICENSE AFFIDAVIT

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2. All sales and the consumption of alcohol must stop promptly at 2:00 a.m.
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5. The person(s) responsible for the function must see that order and decorum are kept at all times.
6. The application must be completed by three committee members; one member must be a Kent County resident.
7. License must be prominently displayed at the location where alcohol is being served. Failure to comply with the laws of the State of Maryland may make the responsible person(s) subject to a fine.

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

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

Name of organization, club, etc. Sultana Education Foundation

Address 200 S. Cross St.

Name Liza Brecher
(Please Print)

Phone # 410/778-5954

[Signature]
(Signature)

Date 3/14/22



County Commissioners
Office

Date 3-17-22 LL



**Shelly Neal-Edwards, Director, Kent County Department of Social
Services
3/22/2022
County Commissioners Meeting**

Item Summary:

Legal Services

ATTACHMENTS:

Description

03.22.22 Inter-Governmental Agreement Between Maryland State Department of Human Services, Kent County Department of Social Services and The County Commissioners of Kent County Maryland, Legal Services KCDSS-Legal 23-001

03.22.22 Inter-Governmental Agreement Between Maryland State Department of Human Services, Kent County Department of Social Services and The County Commissioners of Kent County Maryland, Appendix A Scope of Work

03.22.21 Inter-Governmental Agreement Between Maryland State Department of Human Services, Kent County Department of Social Services and The County Commissioners of Kent County Maryland, Appendix B Proposal

INTER-GOVERNMENTAL AGREEMENT

BETWEEN

MARYLAND STATE DEPARTMENT OF HUMAN SERVICES

Kent County Department of Social Service
350 High Street, P.O. Box 670
Chestertown, Maryland 21620

AND

The County Commissioner's of Kent County Maryland
400 High Street
Chestertown, Maryland 21620

FOR

Legal Services for Kent County Department of Social Services

THIS AGREEMENT, effective as of July 1, 2022, is made by and between the Maryland State Department of Human Services' Kent County Department of Social Services ("DHS/KCDSS") and the The County Commissioner's of Kent County Maryland, hereinafter referred to as the "CONTRACTOR".

The DHS/KCDSS and the CONTRACTOR do mutually agree as follows:

1. PROGRAM AND SERVICES TO BE PROVIDED

1.1 Subject to the continuing availability of State and /or federal funds, the DHS/KCDSS shall purchase the CONTRACTOR'S services and the CONTRACTOR shall provide legal representation for the agency before the Kent County Courts for the matter of Child Welfare, Adult Services, Adult Guardianship, Adult Protective Services, and Foster Care. These services shall be provided in accordance with the terms and conditions of this Agreement and the following Appendixes which hereby are incorporated as part of this Agreement:

- A. Appendix A: Scope of Work is applicable to this Agreement
- B. Appendix B: Contractor's Proposal and Budget entitled Kent County Department of Social Services Inter-Governmental Agreement KCDSS/23-001 dated .

2. TERM AND TERMINATION

2.1 Performance under this Agreement shall commence on July 1, 2022, and shall continue until services are completed; but in any case no later than June 30, 2023.

2.2 The parties may agree in writing to an earlier termination date.

2.3 If the CONTRACTOR fails to fulfill its obligations under this Agreement properly and on time, or otherwise violates any provision of the Agreement, the DHS/KCDSS may terminate the Agreement. Prior to terminating this Agreement, the DHS/KCDSS shall give thirty (30) days prior written notice of such default, and if the CONTRACTOR has not cured such default within the thirty (30) day period, the DHS/KCDSS may, by written notice given, within five (5) days after expiration of this period, terminate the contract. The notice shall specify the acts or omissions relied on as cause for termination. The DHS/KCDSS shall pay the CONTRACTOR fair and equitable compensation for satisfactory performance prior to the date of termination, less the amount of damages caused by the CONTRACTOR'S breach.

3. PAYMENT

3.1 The cost to the DHS/KCDSS for the services to be provided by the CONTRACTOR under this Agreement shall not exceed: Thirty-eight thousand, four hundred dollars (\$38,400.00).

3.2 Payments by the the Local Department's Fiscal Services Division shall be made promptly, and through the Financial Management Information System (FMIS), upon submission of an invoice from the CONTRACTOR. Payments will be made within 30 days after receipt of an acceptable invoice.

3.3 The CONTRACTOR'S Federal Tax Identification Number is: 52-6000974. The CONTRACTOR agrees to include this number on all invoices billed to the the Local Department's Fiscal Services Division. The DHS/KCDSS may withhold payment for failure to comply with this provision.

3.4 (If applicable) Payment of these funds is conditional upon the DHS/KCDSS receiving funds from: Maryland Department of Budget and Management as specified to pay for the total cost of the services set forth in the Appendix. The DHS/KCDSS will give timely notice to the CONTRACTOR in the event the DHS/KCDSS does not receive the funds to pay for the total cost of the services provided under this Agreement.

4. GENERAL PROVISIONS AND CONDITIONS

4.1 The terms of this Agreement and its execution are subject to all applicable Maryland laws and regulations and approval of other agencies of the State of Maryland as required under State laws and regulations.

4.2 Subject to any limitations imposed by law, the parties agree that each party shall be responsible for its own actions and omissions, pursuant to the performance of this Inter-Governmental Agreement, and neither party shall hold the other liable with respect to any matter not arising from the other party's actions or omissions. Furthermore, the liability of the parties shall be governed by the terms and provisions of the applicable Tort Claims Acts and relating funding provisions.

4.3 As a condition of the DHS/KCDSS's obligation to perform under this Agreement, the CONTRACTOR shall comply with all applicable federal, State and local governmental standards and requirements, including licensing and permit laws and ordinances, as are necessary for the lawful providing of the services required of the CONTRACTOR under the terms of this Agreement.

4.4 The persons performing the services as set forth in the Appendix shall be employees of the CONTRACTOR or consultant(s) approved under Paragraph 4.5 or subcontractor(s) assigned under Paragraph 4.9. The CONTRACTOR is responsible for complying with all federal and State laws as to tax and Social Security payments to be withheld from wages paid to said employees. The CONTRACTOR shall notify the Project Officer identified in Paragraph 4.5, in writing, of the substitution of or replacement of said employees, consultants, or subcontractors within five (5) business days of the substitution or replacement. The notice shall contain the last date of service of the personnel and the name of the replacement or substitute personnel.

4.5 The DHS/KCDSS shall designate Nikki Strong, Assistant Director of Services, or designee, 350 High Street, P.O. Box 670, Chestertown, Maryland 21620, Telephone # 410-810-7654, Fax # 410-778-1497, E-mail: Nikki.Strong@Maryland.gov to serve as Project Officer for this Agreement. The CONTRACTOR shall designate Shelley L. Heller Administrator,, or designee, 400 High Street, Chestertown, Maryland 21620, Telephone # 410-778-4600, Fax # 410-778-7482, E-mail: SHeller@Kentgov.org to serve as the CONTRACTOR'S Project Manager for this Agreement. All contact between the DHS/KCDSS and the CONTRACTOR regarding all matters relative to this Agreement shall be coordinated through the DHS/KCDSS's designated Project Officer.

The use of funds under this Agreement by the CONTRACTOR to hire consultants shall require the prior approval by the DHS/KCDSS, through its Project Officer, of any such arrangement and the proposed work plan of the consultant(s) involved. (Approval is not required if the Appendix indicates the consultant's use.)

4.6 This Agreement may be amended as the DHS/KCDSS and the CONTRACTOR mutually agree in writing. Except for the specific provision of the Agreement, which is thereby amended, the Agreement shall remain in full force and effect after such amendment.

Adjustments of funds between categories that do not affect the total authorized funding and are consistent with the objectives of this Agreement do not require an amendment to the Agreement. Written approval by the Project Officer, however, is required.

Extensions for Time: The Parties expressly reserve the right to extend the term of the Agreement, without additional cost to the State beyond the not to exceed amount identified in Section 3.1 herein and for services provided beyond the original term of the Agreement, provided the extension is for a reasonable, limited, and defined time, and provided that the scope of work under the extension is the same as the original Agreement. It is also agreed that all such modifications shall be reduced to writing, and signed by the Parties.

4.7 The CONTRACTOR shall operate under this Agreement so that no person, otherwise qualified, is denied employment or other benefits on the grounds of race, color, sex, creed, national origin, age, marital status, sexual orientation, or physical or mental disability which would not reasonably preclude the required performance. Except in subcontracts for standard commercial supplies or raw materials, the CONTRACTOR shall include a clause similar to this clause in all subcontracts and each subcontractor shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

The CONTRACTOR understands that it will comply fully with provisions of the Americans with Disabilities Act ("ADA"). The CONTRACTOR agrees that it will not directly, or indirectly through

contractual or other arrangements, utilize criteria or methods of administration that have the effect of subjecting qualified individuals with disabilities to discrimination on the basis of disability; or that have the purpose or effect of defeating or substantially impairing accomplishment of the objectives of the DHS/KCDSS's program with respect to individuals with disabilities.

The CONTRACTOR shall:

- A. Have written policies and procedures to accommodate customers that require a reasonable accommodation. The CONTRACTOR shall provide notice to customers that they are entitled to request a reasonable accommodation based upon their disability and such notice must be easily understood by those with low literacy levels.
- B. Document each customer's need for a reasonable accommodation in the customer's case file.
- C. Attend and participate in DHS's periodic training on reasonable accommodation and/or providing services to customers with disabilities. The CONTRACTOR will be advised in advance of the time and location of the training.

4.8 The CONTRACTOR shall provide equal access to public services to individuals with limited English proficiency in compliance with Md. Code Ann., State Government Article §§ 10-1101 *et seq.*, and Policy Guidance issued by the Office of Civil Rights, Department of Health and Human Services.

4.9 Unless otherwise provided in the Appendix, the CONTRACTOR may not, during the term of this Agreement or any renewals or extensions of this Agreement, assign or subcontract all or any part of this Agreement without the prior written consent of the Project Officer.

4.10 Both parties hereby expressly acknowledge the possibility of substantial changes in federal regulations applicable to this Agreement and expressly agree to renegotiate this Agreement as necessary to comply with such changes; provided that any increase in the scope of work or cost of performance will be compensated for by a budget increase or, in the alternative, by modifying the scope of work to reduce the cost of performance.

4.11 The CONTRACTOR shall retain all books, records, and other documents relevant to this Agreement for a period of no less than three years after the date of final payment, a resolution of audit findings, or disposition of non-expendable property, whichever is later, and upon receipt of reasonable written notice thereof, and full access thereto. The right to examine any of said materials shall be afforded federal and/or State auditors who shall have substantiated in writing a need therefore in the performance of their official duties, and such other persons as are authorized by the DHS/KCDSS. The Contractor will provide to the DHS/KCDSS a copy of that part of any audit performed by university, local, State or independent auditors which relates to the performance of this Agreement and the administration of funds provided by the DHS/KCDSS pursuant to this Agreement. Any additional audit information requested by the DHS/KCDSS may be secured by the DHS/KCDSS at its own expense using its own or the CONTRACTOR'S auditors or other State-approved auditors.

4.12 (a) The CONTRACTOR shall obtain prior written approval of the DHS/KCDSS for any purchase of assets with funds paid under this Agreement, excluding ordinary office supplies, unless such purchase is described in the Appendix.

(b) Title to all property furnished by the DHS/KCDSS shall remain in the DHS/KCDSS. Title to equipment purchased with funds available under this Agreement shall vest in the CONTRACTOR; provided, however that title to equipment having an acquisition cost of \$500 or more per unit and a useful life of more than two years ("Capital Equipment") shall vest in the DHS/KCDSS upon acquisition. The CONTRACTOR shall provide a list of Capital Equipment acquired under this Agreement to the DHS/KCDSS upon completion of the Agreement or the last renewal of this Agreement.

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

4.14 This Agreement, together with the Appendix attached hereto and incorporated herein by reference, represents the complete, total and final understanding of the parties, and no other understandings or representations, oral or written, regarding the subject matter of this Agreement, shall be deemed to exist or to bind the parties hereto at the time of execution.

IN WITNESS WHEREOF, the parties have executed this Agreement.

FOR THE CONTRACTOR:

P. Thomas Mason

Signature

P Thomas Mason

Name

President

Title

March 22, 2022

Date Signed

FOR THE DHS/KCDSS:

Signature

Shelly Neal-Edwards, LCSW-C

Name

KCDSS Director

Title

Date Signed

APPROVED FOR FORM AND LEGAL SUFFICIENCY BY THE OFFICE OF THE ATTORNEY GENERAL

Kent County Department of Social Services
Scope of Work
for
Legal Services for Kent County Department of Social Services

1. Background

Kent County Department of Social Services (KCDSS) is authorized by law to administer social services to Kent County citizens. In the administration of these programs, it is routinely necessary for the Local Department to employ the services of a practicing attorney to represent the KCDSS before the Kent County Courts and the Office of Administrative Hearings in matters involving: Child Welfare such as CPS, Adoption, Foster Care, In- Home Family Services and Adult Services such as APS and APG. The attorney is also responsible for providing general legal advice to approximately 15 KCDSS employees and responding to requests for records via subpoena.

The attorney represents KCDSS in court an average of one day per month for Child Welfare cases and is in court as needed for APG cases. In Fiscal Year 2021, KCDSS had sixteen (35) ongoing active APS cases. As the number of aged adults in Kent County continues to increase, the number of Adult Services cases may expand.

Legal representation during State Fiscal Year 2021 was as follows: fourteen (14) permanency plan hearings; four (4) voluntary placement hearings and approximately seven (7) children in Foster Care; four (4) APG cases.

NOTE: The numbers indicated above are based on historical data and cannot be guaranteed. The volume of cases may increase or decrease and will vary based on the number of families in need of care. Therefore, the data provided shall be used as guidance only.

2. Scope of Services to Be Provided

County Commissioners of Kent County shall enter into an Inter-Governmental Agreement for legal representation services on behalf of KCDSS. The Contractor shall assign an attorney (s) to represent KCDSS in the following areas: Child Welfare such as CPS, Adoption, Foster Care, In- Home Family Services and Adult Services such as APS and APG. Thomas N. Yeager currently provides legal services on behalf of the County Commissioners of Kent County and will serve KCDSS under this agreement.

2.1 The Assigned Attorney shall:

- A. Be available to represent KCDSS during Normal State Business Hours.
- B. Represent the interests and recommendations of KCDSS in all legal matters before the Kent County courts and the Office of Administrative Hearings. This may include, but is not limited to: matters of child Welfare such as CPS, Adoption, Foster Care, In-Home Family Services and Adult Services such as APS and APS.
- C. Attend all pre-hearing and post-hearing conferences including settlement conferences.
- D. Respond to all subpoenas received by KCDSS.

- E. Provide general legal advice (including the analysis and interpretation of statutes, regulations, and policies) by legal memorandum, assistance and/or consultation to KCDSS staff. All written materials developed must be approved by the DHS Office of the Attorney General prior to implementation.
- F. Represent KCDSS in all guardianship hearings and proceedings, including the preparation of Guardianship petitions in both contested and non-contested cases for child and adult cases.
- G. Provide adequate staff to support the requirements of this Inter-Governmental Agreement and provide a resume and thorough description of the duties and responsibilities of the support staff that will be assigned to this Contract, to include a Paralegal and/or Legal Secretary.
- H. The Assigned Attorney shall determine conflicts and assign appropriate cases to a qualified conflict attorney.
- I. Provide a verifiable emergency contact phone number where the Assigned Attorney can be reached during non-business hours when a situation is deemed to be an emergent situation requiring legal expertise or when an emergency hearing is required.
- J. Represent KCDSS in the juvenile court system in order to protect children at risk and have knowledge of the uniform child custody law and related proceedings.
- K. Review cases with appropriate Child Welfare Services and Adult Services staff prior to the court hearings to review the petition and discuss needed witnesses and reports.
- L. Meet with witnesses and appropriate staff at least one week prior to the court hearing to prepare for court testimony.
- M. Discuss the KCDSS recommendations with other attorneys-of-record prior to court hearings.
- N. Prepare all legal documents necessary for the representation of KCDSS.
- O. Work in conjunction with the Kent County courts to schedule the docket for KCDSS matters and be prepared to appear in court an average of one day per month.
- P. Ensure that all court documents are returned to the appropriate case worker within 30 days.
- Q. Upon request, participate in scheduled meetings with the judges of the Kent County courts.
- R. File KCDSS cases in a timely manner, consistent with State and Federal laws and regulations and rules and within fifteen days from the date of the court hearing.
- S. Provide advice to the Local Director or designee regarding employee grievances.

- T. Participate and/or consult with attorneys from the Office of the Maryland Attorney General when the Department is involved in any appeal (whether it is the plaintiff or defendant) to the Appellate Courts.
- U. Assist, as needed, KCDSS staff in the conduct of Fair Hearings (consumer administrative appeal of KCDSS regulations involving statutory benefits and other social service entitlements).
- V. Conduct a minimum of one in-service training session per year for KCDSS staff to improve the quality of social work practice in judicial and quasi-judicial settings. This training may be coordinated through Office of the Attorney General.
- W. Attend seminars, training workshops and other forms of training conducted annually at KCDSS and other locations when the subject matter impinges on legal issues that bear upon KCDSS' scope, role, mission, function or goals. The Contractor shall be responsible for all costs associated with attending any training workshops.
- X. Appear with the Local Director or designee before local boards, commissions and other quasi-judicial bodies when KCDSS wishes to effect changes in various administrative codes which impact upon program and service delivery.
- Y. Prepare an itemized list of services provided each month to accompany the contractor's monthly invoice.

2.2 Requirements Specific to Child Welfare Services

The Assigned Attorney shall:

- A. Represent KCDSS in all CINA petition hearings, including emergency shelter care hearings (as scheduled), adjudication and disposition hearings.
- B. Represent the KCDSS Child Welfare Division in all legal matters relating to child abuse and neglect as well as Voluntary Placements before the Kent County courts.
- C. Represent KCDSS in all Permanency Plan and review hearings and negotiate consent orders between attorneys involved in TPR cases.
- D. Represent KCDSS in all Guardianship hearings and proceedings and prepare petitions for Guardianship cases, both contested and uncontested.
- E. Attend and participate in court ordered CINA mediation.
- F. Attend and participate in Family Involvement Meetings (FIMs) upon the request of the KCDSS.
- G. Meet with KCDSS staff to prepare for TPR hearings and testimony at least one (1) week prior to the scheduled hearing.

2.3 Requirements Specific to Adult Protective Services

The Assigned Attorney shall:

- A. Represent KCDSS in the courts for authorization for forced entry, emergency APS orders, Temporary Guardianship of the Person for Medical Consent, emergency Guardianship of the Person, and regular Guardianship of the Person.
- B. Consult with APS Workers regarding potential and active court cases.
- C. Prepare, develop and file petitions with courts in APS such as emergency protective services and Guardianship of the Person within the time frames consistent with State and federal laws and regulations.
- D. Review cases with APS workers and other witnesses involved one week prior to the hearing for regular guardianship of the person.
- E. Prepare for and attend court hearings in matters of shelter care, adjudication, disposition, contempt and APG.

2.4 Requirements Specific to Adult Services

The Assigned Attorney shall:

- A. Provide legal memorandum in recovery of overpayments to providers.
- B. Represent KCDSS in suits filed by clients or their relatives for termination of services or payments.
- C. Represent KCDSS on issues involving zoning regulations.
- D. Provide legal assistance to ensure client's income and assets are used for their benefit.

3. Minimum Qualifications Attorneys representing KCDSS shall at a minimum:

- A. Be a member in good standing with the Maryland Court of Appeals.
- B. Possess at least three (3) years of recent experience (within the last five (5) years), in matters of Child Welfare Services such as CPS, Adoption, Foster Care, In -Home Family Services and in matters of Adult Services such as APS, APG, child disability, family law, and/or related legal fields. This is essential to the achievement of timely outcomes for children and their families within the child welfare system.

4. Conflict Attorney

- A. The contractor shall identify and secure a qualified Conflict Attorney as a part of this Proposal. The Conflict Attorney shall meet all minimum qualifications and all requirements of the Inter-Governmental Agreement and shall be willing to accept cases from the Assigned Attorney when conflicts of interest arise or when the assigned attorney is on vacation or otherwise unavailable.

- B.** All related professional fees required by the conflict attorney shall be paid by the contractor under this Inter-Governmental Agreement.

5. Insurance Requirements

- 5.1 The Assigned Attorney shall maintain Commercial General Liability Insurance to cover losses resulting from, or arising out of, Contractor action or inaction in the performance of the Contract by the Contractor, its agents, servants, employees, or subcontractors, with a limit of \$500,000 per occurrence and \$1,000,000 aggregate.
- 5.2 The Assigned Attorney shall maintain Malpractice/Professional Liability insurance with a minimum limit of \$500,000 per claim and annual aggregate
- 5.3 The Assigned Attorney shall maintain Automobile and/or Commercial Truck Insurance as appropriate with Liability, Collision, and PIP limits no less than those required by the State where the vehicle(s) is registered, but in no case less than those required by the State of Maryland.
- 5.4 The Assigned Attorney shall maintain Crime Insurance to cover employee theft with minimum single loss limit of \$500,000 per loss, and single loss retention not to exceed \$10,000.
- 5.5 Within five (5) Business Days of the Contract begin date, and before any work begins, the Assigned Attorney shall provide the Procurement Officer with current certificates of insurance, and shall update such certificates periodically, but no less than annually in multi-year contracts, as directed by the State Project Manager. Such copy of the assigned attorney's current certificate of insurance shall contain at minimum the following:
- a. Workers' Compensation – The Contractor shall maintain such insurance as necessary and/or as required under Workers' Compensation Acts, the Longshore and Harbor Workers' Compensation Act, and the Federal Employers' Liability Act.
 - b. Commercial General Liability as required in Section 5.1.
 - c. Malpractice/Professional Liability as required in Section 5.2.
 - d. Automobile and/or Commercial Truck Insurance as required in Section 5.3.
 - e. Crime Insurance as required in Section 5.4.
- 5.6 The "State of Maryland, its officers, employees and agents" shall be listed as an additional insured on any Commercial General Liability and Malpractice/Professional with the exception of Worker's Compensation Insurance, which is currently handled by the Chesapeake Employer's Insurance Company (formerly Injured Worker's Insurance Fund). All insurance policies shall be endorsed to include a clause that requires that the insurance carrier provide the State Project Manager, by certified mail, not less than 30 days' advance notice of any non-renewal, cancellation, or expiration. In the event the State Project Manager receives a notice of non-renewal, the Assigned Attorney shall

provide the State Project Manager with an insurance policy from another carrier at least 15 days prior to the expiration of the insurance policy then in effect. All insurance policies shall be with a company licensed by the State to do business and to provide such policies.

- 5.7 The Contractor shall require that any subcontractors providing primary services (as opposed to non-critical, ancillary services) under this Contract obtain and maintain the same levels of insurance and shall provide the State Project Manager with the same documentation as is required of the Contractor.

6. Invoicing

6.1 Invoice Format

- The Contractor shall submit monthly invoices to the KCDSS (**Attachment A**). The invoices shall include the amount due for services provided for the period covered by each attorney and shall include services provided by any conflict attorney assigned.

Invoices shall include the following:

- Contractor name and address;
- Remittance address;
- Federal taxpayer identification number (or if sole proprietorship, the individual's social security number);
- State assigned Contract number and Purchase Order number;
- Invoice date;
- Invoice period (i.e. time period during which services covered by invoice were performed);
- Total number of hours
- Total amount due

A copy of the itemized list of services from each attorney (**Attachment B**) must accompany all invoices.

Invoices submitted without the required information cannot be processed for payment until the Contractor provides the required information.

6.2 Invoice Submission Schedule

The Contractor shall bill the Department monthly, by the 15th calendar day of the succeeding month. Invoices must be addressed to:

Kent County Department of Social Services
Denise Durham Madison, Procurement
350 High Street
P.O. Box 670
Chestertown, MD 21620

6.3 Payment Terms

The Contract will be based on a fully loaded firm fixed price for one year and shall include all general, administrative and indirect costs necessary to provide all services as

described in the Scope of Work. No price adjustments will be allowed during the term of this contract. Each monthly invoice will be for an amount equal to 1/12th of the annual contract amount.

6.4 **Contract Term and Options**

This Contract is for period July 1, 2022 through June 30, 2023.

The County Commissioner of Kent County Maryland

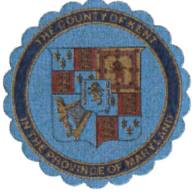
By: P. Thomas Mason
P. Thomas Mason, President

Date: March 22, 2022

Kent County Department of Social Services

By: _____
Shelly Neal-Edwards, Director

Date: _____



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

Appendix B

Proposal From
The County Commissioner of Kent County Maryland To
Kent County Department of Social Services
Inter-Governmental Agreement KCDSS/LEGAL 23-001

The following is a proposal effective July 1, 2022 between County Commissioner of Kent County Maryland, hereinafter, referred to as the "County", and the Kent County Department of Social Services, 350 High Street, P.O. Box 670, Chestertown, MD 21620, hereafter referred to as "KCDSS".

I. Purpose

The County will acquire the services of a practicing attorney, licensed in the State of Maryland with expertise in Child Welfare cases, to represent the KCDSS before the Courts and the Office of Administrative Hearings.

Legal services will include but are not limited to the following:

- Represent KCDSS in all CINA petition hearings, including emergency shelter care hearings (as scheduled), adjudication and disposition hearings.
- Represent the KCDSS Child Welfare Division in all legal matters relating to child abuse and neglect as well as Voluntary Placements before the Kent County courts.
- Represent KCDSS in all Permanency Plan and review hearings and negotiate consent orders between attorneys involved in TPR cases.
- Represent KCDSS in all Guardianship hearings and proceedings and prepare petitions for Guardianship cases, both contested and uncontested.
- Attend and participate in court-ordered CfNA mediation.
- Attend and participate in Family Involvement Meetings (FIMs) upon the request of the KCDSS.
- Meet with KCDSS staff to prepare for TPR hearings and testimony at least one (1) week prior to the scheduled hearing.
- Represent KCDSS in the courts for authorization for forced entry, emergency APS orders, Temporary Guardianship of the Person for Medical Consent, emergency Guardianship of the Person, and regular Guardianship of the Person.
- Provide advice to the Local Director or designee regarding employee grievances and other related issues.
- Consult with APS Workers regarding potential and active court cases.
- Prepare, develop and file petitions with courts in APS such as emergency protective services and Guardianship of the Person within the time frames consistent with State and federal laws and regulations.
- Review cases with APS workers and other witnesses involved one week prior to the hearing for regular guardianship of the person

- Prepare for and attend court hearings in matters of shelter care, adjudication, disposition, contempt and APG.

II. Payment Terms/Billing

The County shall submit an invoice for reimbursement to KCDSS monthly. The total cost to KCDSS shall not exceed the contract amount of \$38,400.

KCDSS shall make monthly payments to the County by the latter of 30 days after receipt of the proper invoice from the County based on 1/12th of the annual amount \$38,400.

III. Contract Term and Options

This proposal is for period July 1, 2022 through June 30, 2023.

The County Commissioner of Kent County Maryland

By: P. Thomas Mason
P. Thomas Mason, President

Date: March 22, 2022

Kent County Department of Social Services

By: _____
Shelly Neal-Edwards, Director

Date: _____

Appendix B

Kent County Department of Social Services
Legal Services Breakdown
FY 2023

Category:	Percentage of Work	Amount Budgeted
CINA	50%	\$19,200
TPR	20%	\$7,680
Guardianship	15%	\$5,760
General	10%	\$3,840
Custody	5%	\$1,920
TOTAL	100%	\$38,400



**Shelly Neal-Edwards, Director, Kent County Department of Social
Services
3/22/2022
County Commissioners Meeting**

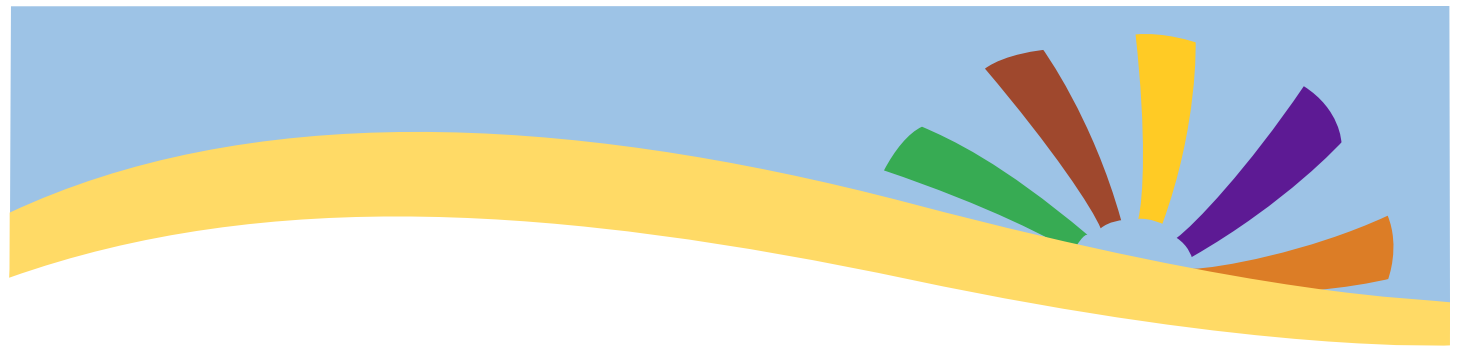
Item Summary:

Summer Supplemental Nutrition Assistance Program (SNAP)

ATTACHMENTS:

Description

Maryland Summer SNAP for Children Program



Maryland Summer SNAP for Children Program

(Supplemental Nutrition Assistance Program)

What is the Summer SNAP for Children program?

Summer SNAP was developed to provide a nutritional gap during the months of June, July and August for children with limited access to Summer meal sites. The intent is for Kent County Government, Kent County Department of Social Services and the Supplemental Nutrition Assistance Program work collaboratively to ensure that children in Kent County have access to nutritional meals during the summer months.

Who is eligible?

Current SNAP Households that include School aged children age 5-18 who are enrolled in Kent County Public Schools and reside in the Rock Hall, Betterton, Galena and Millington zip codes. Currently, there are 266 school aged children in those zip codes

How Does Summer SNAP for Children Work?

Children in families with SNAP can benefit from \$30/child each summer month and \$10/child during the winter school break = \$100 per child to purchase food. Benefits will be added to the household's existing EBT cards 15 days after the federally funded SNAP benefits are issued for the months of June, July, and August and 7 days after the December SNAP benefit is issued.

What is the expected funding level?

Maryland Department of Human Services will contribute \$17,760. Kent County Government would contribute \$8,880 for a total of \$26,640 to serve 266 children.

What is the timeframe for application submission and program effectiveness evaluation?

Kent County DSS will submit a full application to DHS by April 7, 2022. This will include number of children/families served, how the KCDSS will provide outreach to those eligible families to ensure they know of this resource and a program evaluation/effectiveness. KCDSS will provide this information to the County Commissioners.

Prepared by Shelly Neal-Edwards, LCSW-C
KCDSS Director



Kent County
Department of Social Services





American Rescue Plan Act (ARPA) Funds Spend Plan 3/22/2022 County Commissioners Meeting

ATTACHMENTS:

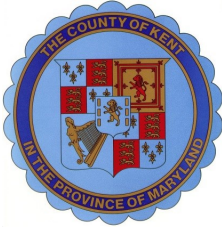
Description

3-15-2022 ARPA Fund Commissioner Report

**FY22 AMERICAN RESCUE PLAN ACT FUND
AS OF COMMISSIONER MEETING MINUTES DATED
3/15/2022**

AMERICAN RESCUE PLAN ACT FUND

DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION
8/31/2021	Water & Wastewater Fund	\$ 275,000	Clariflocculator Replacement Project
9/21/2021	KC Local Management Board	112,800	Feed the Elderly Year 1
10/26/2021	Information Technology	67,429	AV System
10/26/2021	Information Technology	27,095	IT Software
12/14/2021	Information Technology	665,000	Neighborhood Grants & Infrastructure Grants Office of Statewide Broadband
1/11/2022	Water & Wastewater Fund	2,817	Change order #1 equipment and cabinet, Fairlee Clariflocculator Replacement Project
1/11/2022	Water & Wastewater Fund	90,642	Change order #2 Demo, aeration tower, Fairlee Clariflocculator Replacement Project
2/1/2022	Emergency Operations Center	14,087	A/V equipment in EOC-video conferencing
2/8/2022	Water & Wastewater Fund	110,065	SCADA Pump Station Monitoring
2/8/2022	Water & Wastewater Fund	57,500	Kent County Regional Wastewater Treatment Plant Feasibility Study-Millington/Rt 301
2/8/2022	Water & Wastewater Fund	52,910	Tolchester Wastewater Treatment Plant Influent Screen Replacement Project-design services
3/8/2022	KC Local Management Board	204,115	Feed the Elderly Year 2 and Year 3
AMOUNT OF FUNDS COMMITTED		<u>\$ 1,679,460</u>	
AMOUNT OF ARPA FUNDS		<u>\$ 3,766,777</u>	
BALANCE OF ARPA FUNDS REMAINING		<u>\$ 2,087,317</u>	



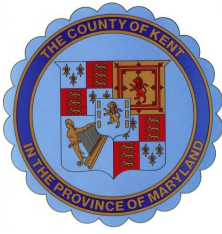
Mike Moulds, Director, Public Works
3/22/2022
County Commissioners Meeting

Item Summary:

Worton Cell 1 Sludge Removal Proposal for Design and Bidding Services

ATTACHMENTS:

Description



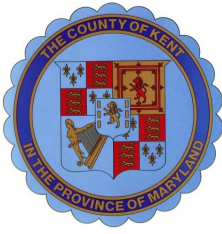
Building Maintenance 3/22/2022 County Commissioners Meeting

Item Summary:

Building Janitorial Services Proposal

ATTACHMENTS:

Description



Roads Division
3/22/2022
County Commissioners Meeting

Item Summary:

Paving Contract Award: Handy Point Rd & Old Worton Rd.

ATTACHMENTS:

Description



Water and Wastewater Division 3/22/2022 County Commissioners Meeting

Item Summary:

Redevelopment of Worton Well #6

ATTACHMENTS:

Description

03.22.22 Proposal, A.C. Schultes of Delaware, Inc., Worton #6 Well Redevelopment ACSD Quote JO#460,
Kim Middleton, Department of Public Works



A.C. Schultes of Delaware, Inc.
P.O. Box 188 – 16289 Sussex Highway
Bridgeville, Delaware 19933
24 Hour Service
(302) 337-8254
Fax: (302) 337-8234

March 15, 2022

Ms. Kim Middleton
Kent County Maryland
709 Morgnec Road
Suite 201
Chestertown, MD 21620

RE: WORTON #6 WELL REDEVELOPMENT
ACSD QUOTE JO#460

Dear Ms. Middleton:

Per your recent conversation with Mr. Rick Schultes of our firm, A.C. SCHULTES OF DELAWARE, INC. is pleased to quote you on mechanically redeveloping Worton #6 Well including the following:

- Perform one (1) hour step test to determine pumps current condition
- Perform one (1) hour constant rate test to determine present flow capabilities
- Remove existing submersible pump, motor, drop pipe and wire and perform above ground inspection of equipment and provide a detailed report outlining our findings and recommendations for your consideration
- Prepare well for TV inspection and perform 360° TV inspection of well
- Install 6" wire brush and wire brush entire casing and screen to remove any iron or scale buildup
- Remove 6" wire brush and install 8" wire brush and airlift upper 8" casing
- Remove 8" wire brush and install high velocity jetting tool and submersible pump
- High velocity jet entire screened area while pumping submersible unit
- Remove jetting equipment and install 6" swab
- Swab and airlift entire screened area to loosen and remove any materials dislodged during jetting and retighten gravel pack

- Remove swab and re-install submersible pump, motor, drop pipe and wire
- Perform one (1) hour post-redevelopment test to determine flow capabilities

The following is a cost breakdown to perform the above subject work:

- Labor to remove and reinstall submersible pump and perform high velocity jetting and swabbing of well with pre and post redevelopment testing\$25,200.00
- High velocity jetting pump rental (lump sum).\$2,150.00
- 360° pre-redevelopment TV inspection (lump sum).\$1,200.00
- Perform above ground inspection of pumping equipment.\$450.00

TOTAL ESTIMATED COST TO PERFORM THE ABOVE SUBJECT WORK.\$29,000.00

Please be advised the above subject quote is based on the following:

- 1) If requested, our firm can perform a post-redevelopment TV inspection of well for an additional \$1,200.00
- 2) Pricing does not include any repairs or replacement parts for submersible pump system. Once the inspection is complete, we will provide a detailed report with findings and recommendations for your consideration. If it is determined that a new submersible pump, motor, wire, and check valve is required, the additional cost will be \$11,190.00
- 3) Our payment terms are Net 30 Days. All unpaid invoices beyond 30 days will be assessed a 1.5% finance charge per month. We also accept Visa and MasterCard credit card payments. If payment is made with a credit card, please add 3.5% to total invoice amount for credit card processing
- 4) This proposal may be withdrawn or renegotiated by our firm if not accepted within 30 days

Thank you for allowing our firm the opportunity to submit a proposal on this project. Authorization to proceed can be given by signing the attached authorization form and returning it to my attention at P.O. Box 188, Bridgeville, DE 19933, faxing it to 302-337-8234 or e-mailing it to joursler@acsde.net.

Respectfully,

A.C. SCHULTES OF DELAWARE, INC.

Jory Oursler
President

JO\bh

AUTHORIZATION TO PROCEED

I, P. Thomas Mason, representing County Commissioners of Kent County
hereby authorize A.C. SCHULTES OF DELAWARE, INC. to proceed with the scope of
work as described in their proposal dated, March 15, 2022.

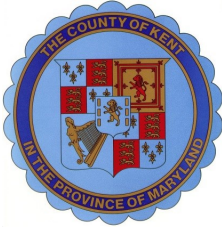
Signed: P. Thomas Mason Date: March 22, 2022

Printed: P. Thomas Mason Witnessed: Lacey J. Cox 03/22/22

PO # _____ E-Mail for Invoicing: _____

ACSD QUOTE JO#460

TAX EXEMPTION CERTIFICATE #



Bill Mackey, Director, Planning, Housing and Zoning
3/22/2022
County Commissioners Meeting

Item Summary:

April 2022 "Fair Housing Month" Proclamation

ATTACHMENTS:

Description

03.22.22 2022 Fair Housing Month Proclamation

Kent County Fair Housing and Equal Opportunity Plan

Kent County, Maryland



Proclamation

FAIR HOUSING MONTH

WHEREAS, Kent County maintains that no person shall be discriminated against in terms of housing, on the basis of race, religion, color, creed, ancestry, handicap or disability, use of guide dogs because of blindness or deafness of the user, age, sex, or national origin; and

WHEREAS, The Kent County Comprehensive Plan promotes equal opportunity for housing; and

WHEREAS, The County Commissioners of Kent County, Maryland ensures that the principles of "Fair Housing" are implemented through the County's projects and programs.

NOW, THEREFORE, We, The County Commissioners of Kent County, Maryland do hereby proclaim April 2022 as "FAIR HOUSING MONTH" in Kent County and encourage each citizen in Kent County to be conscientious of "Fair Housing" throughout the year, in order that Kent County may serve as a model of "Fair Housing".

BE IT FURTHER RESOLVED, We, the County Commissioners of Kent County, Maryland respectfully ask Betterton, Chestertown, Galena, Millington, and Rock Hall to enact similar proclamations, so that all of Kent County can join both the State of Maryland and the Federal Government in recognizing April 2022, as "Fair Housing Month".

THE COUNTY COMMISSIONERS OF KENT
COUNTY, MARYLAND

P. Thomas Mason

P. Thomas Mason, President

Ronnie Fithian

Ronald H. Fithian, Member

Robert N. Jacob, Jr.

Robert N. Jacob, Jr., Member

March 22, 2022

KENT COUNTY, MARYLAND
FAIR HOUSING AND EQUAL OPPORTUNITY PLAN

As a recipient of federal Community Development Block Grant funds from the United States Department of Housing and Urban Development received through the State of Maryland, Kent County is required to comply with all federal statutes, regulations and Executive Orders relating to civil rights, fair housing, non-discrimination and equal opportunity. The County's compliance is not specific to the federally funded project or activity. The County must ensure that its administrative practices, policies and laws meet the intent of the statutes, regulations and Executive Orders.

Therefore, the Kent County commits to create an environment for its citizens where no one is excluded from participation or benefit due to their race, color, national origin, ethnicity, gender, disability, familial status, marital status, age or religion. The denial of rights based on any of these protected classes is detrimental to the health, safety and welfare of the citizens and constitutes an unjust denial or deprivation of such inalienable rights which is within the power and the proper responsibility of government to prevent.

Fair Housing

In accordance with the federal Civil Rights Act of 1968 (as amended), the federal Housing and Community Development Act of 1974 (as amended), and the Fair Housing Act of 1988, the County will promote through fair, orderly and lawful procedures, the opportunity for each person to obtain housing of such person's choice in this community without regard to race, color, national origin, ethnicity, gender, disability, familial status, marital status, age or religion.

To the best of our ability, Kent County will promote and encourage fair housing choice for all its residents. The County's administrative practices, policies and laws will attempt to prohibit:

- discrimination in the sale or rental of housing
- discrimination in housing financing
- discrimination in providing brokerage services
- unlawful intimidation

The County will accept complaints from any citizens who feel that they have been discriminated against related to their housing choices. The County will make an initial investigation and refer the complaint to the State or the federal housing departments.

For housing projects developed or assisted with federal funds, the County will ensure that its subrecipients and developers will comply with statutes, regulations and Executive Orders.

Equal Opportunity

In accordance with the federal Civil Rights Act of 1964 (as amended), no person in Kent County shall be excluded from participation in, denied benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance.

The County will ensure that it will not discriminate in its procurement practices. The County's procurement policies allow for open and competitive bidding concerning all procured goods and services. When applicable, the County will solicit bids from minority- and women-owned businesses.

Affirmative Action Strategy

It is the policy of Kent County not to discriminate against any employee or any applicant for employment because of race, color, national origin, ethnicity, gender, disability, familial status, marital status, age or religion. The County will take affirmative action to ensure that this policy includes but is not limited to the following: recruitment and employment, promotion, demotion, transfer, compensation, selection for training, layoff and termination. Additionally, the County will ensure that our contractors and subcontractors will not discriminate against any employee or applicant for employment.

Affirmatively Furthering Fair Housing

Kent County commits to affirmatively further fair housing in our community. Our programs will be administered in accordance with our efforts to provide a range of fair housing choices to our citizens.

To County will undertake the following activities on an annual basis:

- **Adopt a Fair Housing Proclamation and celebrate April as Fair Housing Month**

Excessive Force

The National Affordable Housing Act (NAHA) of 1990 (as amended) requires recipients of federal Community Development Block Grant funds through the United States Department of Housing and Urban Development to protect individuals engaging in non-violent civil rights demonstrations. To that end, the County is required to develop and maintain a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations.

Kent County maintains a Sheriff's Office for the safety of its citizens. The County prohibits the use of excessive force by employees of the Sheriff's Office against anyone engaged in non-violent civil rights demonstrations. This is more defined in the County's "Use of Force" policy.

Limited English Proficiency (LEP)

Kent County recognizes that, as its population increases, its population now includes persons from other countries whose primary language is not English. To that end, the County will make efforts to identify various populations and to provide information to them in a language they understand.

- Currently, per the HUD Exchange AFFH Data and Mapping Tool, there are 316 Spanish speakers (1.66% of the population) and 30 French Speakers (0.16% of the population).
- Translation of County materials, as needed, into Spanish is available through the LMB.

Personnel Policies

Kent County's personnel policies are in compliance with all federal and State equal opportunity requirements. They are updated as requirements change.

Specifically, employees are notified of their rights, responsibilities and requirements of their specific jobs and as a representative of this city. The personnel policies provide information on compensation, leave, termination, grievances, benefits, sexual harassment, and employee reviews. The personnel policy also provides information about conflict of interest provisions related to contracting and procurement.

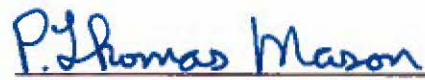
A full copy of the personnel policies may be obtained at the County Government Center during normal business hours. As a result of the national pandemic, arrangements need to be made in advance by calling 410-778-7475 during business hours or by emailing wmackey@kentgov.org.

ATTEST / WITNESS



Sondra M. Blackiston
Kent County Clerk

08/04/20



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

This Fair Housing and Equal Opportunity Plan is hereby adopted by the County Commissioners of Kent County on August 4, 2020. It is effective for a 3-year period until August 3, 2023.



Bill Mackey, Director, Planning, Housing and Zoning
3/22/2022
County Commissioners Meeting

Item Summary:

Proposed 2022 Priority Letter to the Transportation Secretary

ATTACHMENTS:

Description

03.22.22 James Ports, Secretary, Maryland Department of Transportation, 2022 Transportation Priority Letter

03.30.21 Greg Slater, Secretary, Maryland Department of Transportation, Kent County 2021 Transportation Priority Letter



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 22, 2022

The Honorable James F. Ports, Jr.
Secretary, Maryland Department of Transportation
P.O. Box 548
7201 Corporate Center Drive
Hanover, MD 21706

RE: Kent County 2022 Transportation Priority Letter

Dear Secretary Ports:

We would like to thank the staff of the Maryland Department of Transportation for its continued cooperation and support in meeting the transportation needs of the County. The County would like to reaffirm its continued opposition to any proposal for a north Bay Bridge crossing with a terminus in Kent County. The County's position in this regard is based on its long-standing Comprehensive Plan strategies dating back to 1974 and its affiliated Land Use designations.

In cooperation with the local municipalities in Kent County, Maryland, the Board of County Commissioners present the following priority listing of transportation projects for your consideration.

•• Construction, Engineering, and Project Planning Priorities

- Chester River Bridge Crossing – aka Chester River Boulevard (This project has been entered in the MOOT Chapter 30 Portal.)

•• US 30 I Toll Diversion Coordination Actions in coordination with Cecil County, Maryland

Of immediate importance is coordination with DelDOT regarding toll-evading traffic, now that US 301 has been converted to a limited-access toll road. Toll evasion now threatens the distinctive character and sense of place in both Kent County, Maryland and Cecil County, Maryland. The current toll-evading traffic has shifted an undue burden of maintenance and operations costs from DelDOT's roads to Maryland's local roadways. Likewise, truck weight scale evasion could have similar impacts along the US 1/222/301 corridors. In conjunction with this priority, our project requests are as follows:

- Continued coordination with DelDOT in the operations of US 301 in Delaware.
- Stepped-up enforcement of truck weight limits along the MD 213 and US 1/222/301, which would be especially helpful to the Town of Galena regarding the traffic impacts.

•• Streetscape Priorities

- Betterton – Re-stamping of crosswalk at intersection of Main Street and 6th Avenue
- Butlertown and Worton – Maryland Routes 298 and 297 – Sidewalks, drainage improvements, and traffic calming
- Galena – Curbing at the four (4) corners of Galena; move the stopbar on MD 213N (at the light) back further for trucks to pass through; drainage improvements in the vicinity of 145 North Main Street on the east and west side of street; pot hole repairs needed on MD 213N and MD 290E; and repaint all crosswalk lines.
- Millington Streetscape Priorities – complete current drainage and ADA sidewalk project; and resurface Cypress and Sassafras Streets – grind existing pavement, correct foundation support of roadway, repave.
- Rock Hall – Pedestrian crosswalk at Judefind Ave to Williams Ave across Rock Hall Ave (Route #20)

•• Trail and Pedestrian Priorities

- Sidewalks and pedestrian walkways along Flatland Road
- Engineering and design for pedestrian and bicycling connections on Quaker Neck Road in order to facilitate safe crossings between the Chestertown waterfront and downtown areas, to include the Rail Trail
- Maryland Route 289 to Radcliffe Creek bike/pedestrian improvements for connections to the water trail
- Rock Hall Trail System and sidewalk expansion around the waterfront;
Rock Hall sidewalk biking Bayside Ave
Rock Hall sidewalk biking Chesapeake Ave
- Addition of bike lanes during resurfacing projects

Thank you for your consideration of these transportation priorities in Kent County. We look forward to working cooperatively with the Maryland Department of Transportation on the planning and implementation of these important local transportation improvements.

Very Truly Yours,
THE COUNTY COMMISSIONERS OF
KENT COUNTY, MARYLAND



P. Thomas Mason, President



Ronald H. Fithian, Member



Robert N. Jacob, Jr., Member

cc: Danielle Hornberger, County Executive, Cecil County, Maryland
Shelley L. Heller, County Administrator, Kent County, Maryland
Mike Moulds, PE, Director, Public Works
William A. Mackey, AICP, Director, Planning, Housing, and Zoning

The County Commissioners of Kent County

P. THOMAS MASON
PRESIDENT
CHESTERTOWN, MD

RONALD H. FITHIAN
MEMBER
ROCK HALL, MD

ROBERT N. JACOB, JR.
MEMBER
WORTON, MD

R. Clayton Mitchell, Jr.
Kent County Government Center
400 High Street
Chestertown, Maryland 21620
TELEPHONE 410-778-4600
E-MAIL kentcounty@kentgov.org
www.kentcounty.com

SHELLEY L. HELLER
COUNTY ADMINISTRATOR

THOMAS N. YEAGER
COUNTY ATTORNEY

March 30, 2021

The Honorable Gregory Slater
Secretary, Maryland Department of Transportation
P.O. Box 548
7201 Corporate Center Drive
Hanover, MD 21706

RE: Kent County 2021 Transportation Priority Letter

Dear Secretary Slater:

We would like to thank the staff of the Maryland Department of Transportation for its continued cooperation and support in meeting the transportation needs of the County. With the release of the Draft Environmental Impact Statement (DEIS) for the Chesapeake Bay Crossing Study Tier 1 NEPA, the County would like to reaffirm its continued opposition to any proposal for a north Bay Bridge crossing with a terminus in Kent County. The County's position in this regard is based on its long-standing Comprehensive Plan strategies dating back to 1974 and its affiliated Land Use designations.

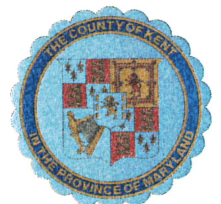
Last year, the Kent County Commissioners, referencing the 2020 Priority Letter from Cecil County, Maryland, included language addressing DelDOT toll diversion and the heavy truck traffic associated with the situation. This language is included again for continued attention.

In cooperation with the local municipalities in Kent County, Maryland, the Board of County Commissioners present the following priority listing of transportation projects for your consideration.

Construction, Engineering, and Project Planning Priorities:

Chester River Bridge Crossing

- aka Chester River Boulevard (This project has been entered in the MOOT Chapter 30 Portal in previous years and has been re-submitted.)



US 301 Toll Diversion Coordination Actions in coordination with Cecil County, Maryland

- Of immediate importance is coordination with DelDOT regarding toll-evading traffic, now that US 301 has been converted to a limited-access toll road. Toll evasion now threatens the distinctive character and sense of place in both Kent County, Maryland and Cecil County, Maryland. The current toll-evading traffic has shifted an undue burden of maintenance and operations costs from DelDOT's roads to Maryland's local roadways. Likewise, truck weight scale evasion could have similar impacts along the US 1/222/301 corridors. In conjunction with this priority, our project requests are as follows:
- Continued coordination with DelDOT in the operations of US 301 in Delaware.
- Stepped-up enforcement of truck weight limits along the MD 213 and US 1/222/301.

Streetscape Priorities

- Betterton – Re-stamping of crosswalk at intersection of Main Street and 6th Avenue
- Butlertown and Worton – Maryland Routes 298 and 297 – Sidewalks, drainage improvements, and traffic calming
- Galena – Curbing at the four (4) corners of Galena; drainage improvements along west side of MD Route 213N and along the north side of MD Route 290E; repainting of all crosswalk lines; correct the stormwater drainage issue at 145 N. Main & Seminary Ave. Please review the curbing on North and South Main Street as there are chunks of concrete on the curbside that were damaged from the snowplows. There are some places on N. Main that we are having a greater stormwater flowing issues that before
- Millington Streetscape Priorities – complete current drainage and ADA sidewalk project; and resurface Cypress and Sassafras Streets – grind existing pavement, correct foundation support of roadway, repave.
- Rock Hall – Pedestrian crosswalk at Judefind Ave to Williams Ave across Rock Hall Ave (Route #20)

Trail and Pedestrian Priorities

- Sidewalks and pedestrian walkways along Flatland Road
- Engineering and design for pedestrian and bicycling connections on Quaker Neck Road in order to facilitate safe crossings between the Chestertown waterfront and downtown areas, to include the Rail Trail
- Maryland Route 289 to Radcliffe Creek bike/pedestrian improvements for connections to the water trail
- Rock Hall Trail System and sidewalk expansion around the waterfront;
 - Rock Hall sidewalk _ biking Bayside Ave.
 - Rock Hall sidewalk _ biking Chesapeake Ave
- Addition of bike lanes during resurfacing projects

The Honorable Greg Slater, Secretary, Maryland Department of Transportation
Kent County 2021 Transportation Priority Letter
March 30, 2021
Page 3 of 3

Thank you for your consideration of these transportation priorities in Kent County. We look forward to working cooperatively with the Maryland Department of Transportation on the planning and implementation of these important local transportation improvements.

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



P. Thomas Mason, President



Ronald H. Fithian, Member



Robert N. Jacob, Jr., Member

cc: Danielle Hornberger, County Executive, Cecil County, Maryland
Shelley L. Heller, County Administrator, Kent County, Maryland
Mike Moulds, PE, Director of Public Works
William A. Mackey, AICP, DPHZ Director



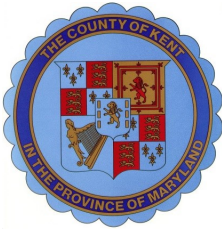
Myra Butler, Director, Parks and Recreation
3/22/2022
County Commissioners Meeting

Item Summary:

Swimming Pool Services and Lifeguard Staffing Management Request

ATTACHMENTS:

Description



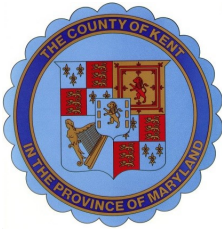
Myra Butler, Director, Parks and Recreation
3/22/2022
County Commissioners Meeting

Item Summary:

Swimming Pool Services and Lifeguard Staffing Contract Approval

ATTACHMENTS:

Description



Myra Butler, Director, Parks and Recreation
3/22/2022
County Commissioners Meeting

Item Summary:
Departmental Update



**Rosemary Ramsey Granillo, Director, Kent County Local Management
Board
3/22/2022
County Commissioners Meeting**

Item Summary:

Approval of FY 2023 Community Partnership Agreement Application

ATTACHMENTS:

Description

03.22.22 Notice of Funding Availability, Community Partnership Agreement, Certified Assurances and Anti Lobbying, Governor's Office of Crime Control & Prevention

Certified Assurances**THE APPLICANT HEREBY ASSURES AND CERTIFIES THE FOLLOWING:**

1. That Federal funds made available under this formula grant will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal Funds, be made available for program activities.

2. That matching funds required to pay the non-Federal portion of the cost of each project, for which grant funds are made available, shall be in addition to funds that would otherwise be made available for program activities by the recipient of the grant funds and shall be provided as required in the Grant Award document.

3. That following the first year covered by a Grant Award and each year thereafter, a performance evaluation and assessment report will be submitted to the Governor's Office of Crime Control & Prevention.

4. That fund accounting, auditing, monitoring, evaluation procedures and such records as the Governor's Office of Crime Control & Prevention shall prescribe to and shall be provided to assure fiscal control, proper management and efficient disbursement of funds received.

5. That the Grantee shall maintain such data and information and submit such reports in such form, at such times, and containing such information as the Governor's Office of Crime Control & Prevention may reasonably require to administer the program.

6. Sub-recipients will comply (and will require any sub-grantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604 (e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000(d)); the Rehabilitation Act of 1973 (29 U.S.C. § 704); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. § 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. § 6101-07); and the

Department of Justice (DOJ's) Equal Treatment Regulations (28 C.F.R. pt. 38).

7. That in the event a Federal or state court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Grantee, a copy of the finding will be forwarded to the Governor's Office of Crime Control & Prevention.

8. Sub-recipients that are governmental or for-profit entities, that have fifty or more employees and that receive a single award of \$500,000 or more under the Safe Streets Act or other Department of Justice (DOJ) program statutes are required to submit their Equal Employment Opportunity Plan (EEO) to the federal Office of Civil Rights (OCR). The sub-recipients are not required to submit a copy to the Governor's Office of Crime Control & Prevention (GOCCP), but must have a copy available on site for monitoring purposes. Those sub-recipients that are subject to the OCR's EEO Certification Form may access this form at: <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>.

9. That the Grantee will comply with all provisions set forth in the Governor's Office of Crime Control & Prevention's General <http://www.goccp.maryland.gov/grants/general-conditions.php> and Special Conditions.

10. That the Grantee will comply with the provisions of 28 CFR applicable to grants and cooperative agreement.

11. Sub-recipients are obligated to provide services to Limited English Proficient (LEP) individuals. Refer to the DOJ's Guidance Document. To access this document see U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (67 Federal Regulation 41455 (2002)). This regulation may be accessed at: <http://www.archives.gov/eo/laws/title-vi.html>

CERTIFICATION: I certify that this program will comply with the provisions set forth by the State of Maryland and the Governor's Office of Crime Control and Prevention.



Signature of Authorized Official

March 22, 2022

Date

Mason, P. Thomas - President

Name and Title

Certification Regarding Lobbying

Control Number:



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510 --

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with

obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted or otherwise criminally or civilly charged by a Government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph, (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminate for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 --

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about --

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after having received notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 312A, GSA Regional Office Building No. 3), Washington DC 20202-4571. Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted --

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance (street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620 --

As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Applicant: Kent County Board of County Commissioners
Address: R. Clayton Mitchell, Jr. Kent County Government Center
400 High Street
Chestertown, MD 21620 1312

Project Title: Kent County Community Partnership Agreement
Federal ID Number: 52-6000974

Authorized Representative: Mason, P. Thomas - President

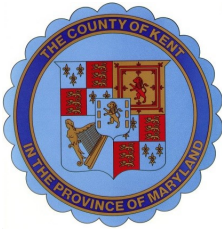
Signature:



Signature of Authorized Official

March 22, 2022

Date



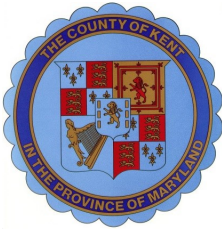
Planning, Housing, and Zoning 3/22/2022 County Commissioners Meeting

Item Summary:

Permit Specialist Vacancy

ATTACHMENTS:

Description



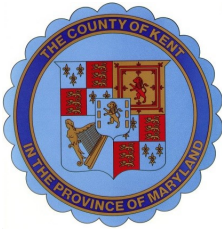
Public Works - Roads Division
3/22/2022
County Commissioners Meeting

Item Summary:

Motor Equipment Operator II Vacancy

ATTACHMENTS:

Description



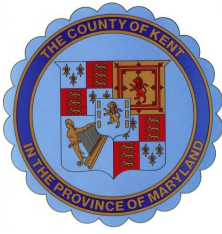
Public Works - Water and Wastewater 3/22/2022 County Commissioners Meeting

Item Summary:

Utility Technician Vacancy

ATTACHMENTS:

Description



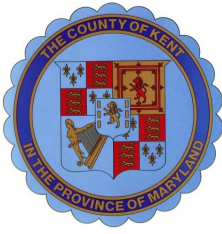
Shelley L. Heller, County Administrator
3/22/2022
County Commissioners Meeting

Item Summary:

Request for Contingency Funds

ATTACHMENTS:

Description



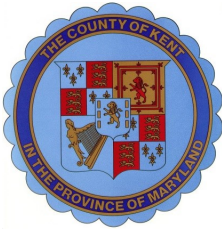
Kent County Ethics Commission
3/22/2022
County Commissioners Meeting

Item Summary:

Member Reappointment

ATTACHMENTS:

Description



Request for Waiver of Interest and Penalty Fees
3/22/2022
County Commissioners Meeting

ATTACHMENTS:

Description



Reverend Henry Sabetti, Shrewsbury Parish Episcopal Church
3/22/2022
County Commissioners Meeting

Item Summary:

Request for Funding

ATTACHMENTS:

Description

03.07.22 Rev. Henry Sabetti, Shrewsbury Parish Episcopal Church, Chesapeake Coalition for the Homeless



March 7, 2022

The Very Rev. Henry Sabetti
Shrewsbury Parish Episcopal Church
P.O. 187
Kennedyville, MD 22645

Commissioner Ronald H. Fithian
Kent County Government Office
400 High Street
Chestertown, MD 21620

Dear Mr. Fithian,

On behalf of our church and The Chesapeake Coalition for the Homeless, we wish to thank you and the other Commissioners for your generous support of the CCH of \$5,500 for the month of February. Our population has doubled since we last spoke to you in September, so we are asking and hoping that you will consider allocating the same amount for March toward the lodging of our homeless population at The Driftwood Motel.

Since we last spoke to you, we have also set up a separate bank account under the auspices of Shrewsbury temporarily to accept and disperse donations toward our mission. Our goal is to pursue the development and implementation of a full-fledged business model as we continue moving toward our ultimate goal: the securing and operation of a year-round 24 hour shelter for the homeless. Your continued support and help is so welcome and appreciated.

Sincerely,

A handwritten signature in black ink that reads "Henry M. Sabetti".

The Very Reverend Henry Sabetti

Shrewsbury Parish is a caring community of faithful people created by God, redeemed by the Son, and empowered by the Holy Spirit. Our mission is to joyfully radiate God's love and to live in Christ.

www.shrewsburychurch.org



shrewsburychurch@gmail.com

12824 Shrewsbury Church Road
Post Office Box 187
Kennedyville, Maryland 21645
410.348.5944

RECEIVED
MAR 14 2022
KENT COUNTY
COMMISSIONERS OFFICE Handwritten initials "SW" in blue ink.



**Sara Rich, President and CEO, Choptank Community Health System,
Inc.**

3/22/2022

County Commissioners Meeting

Item Summary:

Letter of Support

ATTACHMENTS:

Description

03.22.22 Letter of Support, Jen Thayer, Administrator, Maryland Community Health Resources Commission, Sara Rich, President and CEO, Choptank Community Health System, Inc.



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 16, 2022

Jen Thayer, Administrator
Maryland Community Health Resources Commission
45 Calvert Street, Room 336
Annapolis, MD 21401

RE: Letter of Support, Choptank Community Health Systems, Inc.

Dear Ms. Thayer:

On behalf of the County Commissioners of Kent County, I am pleased to provide this letter in support of an application by Choptank Community Health System, Inc. (CCHS) to the Maryland Community Health Resources Commission. Kent County citizens, like other residents of rural counties, face numerous health disparities as compared to their urban counterparts. Long travel distances to specialty care contribute to a widening gap in health disparities for rural citizens. Projects that focus on extended programming and specialty care services can advance health equity for at-risk populations. CCHS's proposed plan will focus on patients with diabetes and hypertension. The County supports CCHS's efforts to improve the health outcomes of its residents and programming that creates a healthier community.

Very truly yours,

A blue ink signature of Shelley L. Heller, written in a cursive style.

Shelley L. Heller, County Administrator

SH: ltc

CC: County Commissioners of Kent County
Sara Rich, President and CEO, Choptank Community Health System, Inc.



Shelley L. Heller, County Administrator
3/22/2022
County Commissioners Meeting

Item Summary:

Request to Withdraw House Bill 1465 / Senate Bill 982 - Kent County - Archery Hunting - Safety Zone

ATTACHMENTS:

Description

03.18.22 WITHDRAW House Bill 1465 Senate Bill 982 Kent County Archery Hunting Safety Zone,
Hershey

03.18.22 WITHDRAW House Bill 1465 Senate Bill 982 Kent County Archery Hunting Safety Zone



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 18, 2022

The Honorable Stephen S. Hershey, Jr.
James Senate Office Building, Room 420
11 Bladen Street
Annapolis, MD 21401-1991

RE: Request to Withdraw Senate Bill 982 / House Bill 1465 – Kent County – Archery Hunting – Safety Zone

Dear Senator Hershey:

On behalf of the County Commissioners of Kent County, I convey the Board's formal request to withdraw Senate Bill 982 / House Bill 1465 Kent County – Archery Hunting – Safety Zone. Recent remarks from constituents brought to light certain unintentional consequences of the above-referenced bills. The Board determined the best course of action was to request a withdrawal of the bills from the legislative process. Thank you for your consideration of this request.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Shelley Heller", is written over a horizontal line.

Shelley L. Heller, County Administrator

SH/sw

cc: Kent County Commissioners
The Honorable Jay A. Jacobs
The Honorable Steven J. Arentz
The Honorable Jefferson L. Ghrist



The County Commissioners of Kent County
P. Thomas Mason, President | Ronald H. Fithian, Member | Robert N. Jacob, Jr., Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 18, 2022

The Honorable Jay A. Jacobs
Lowe House Office Building, Room 321
6 Bladen Street
Annapolis, MD 21401-1912

The Honorable Steven J. Arentz
Lowe House Office Building, Room 308
6 Bladen Street
Annapolis, MD 21401-1912

The Honorable Jefferson L. Ghrist
Lowe House Office Building, Room 430
6 Bladen Street
Annapolis, MD 21401-1912

RE: Request to Withdraw House Bill 1465 / Senate Bill 982 – Kent County – Archery Hunting – Safety Zone

Dear Delegates Jacobs, Arentz, and Ghrist:

On behalf of the County Commissioners of Kent County, I convey the Board's formal request to withdraw House Bill 1465 / Senate Bill 982 Kent County – Archery Hunting – Safety Zone. Recent remarks from constituents brought to light certain unintentional consequences of the above-referenced bills. The Board determined the best course of action was to request a withdrawal of the bills from the legislative process. Thank you for your consideration of this request.

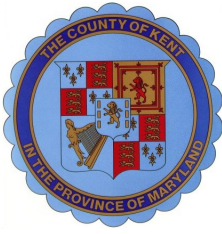
Very truly yours,

A handwritten signature in blue ink, appearing to read "Shelley Heller", is written over a faint, larger signature.

Shelley L. Heller, County Administrator

SH/sw

cc: Kent County Commissioners
The Honorable Stephen S. Hershey, Jr.



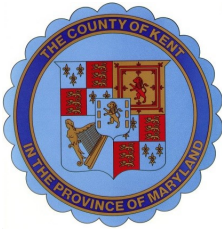
Citizen Interest Form
3/22/2022
County Commissioners Meeting

Item Summary:

Ethics Commission

ATTACHMENTS:

Description



Citizen Interest Form

3/22/2022

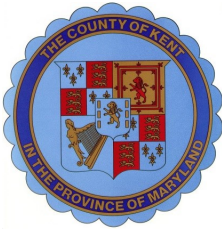
County Commissioners Meeting

Item Summary:

Interest in Multiple Boards and Committees

ATTACHMENTS:

Description



Procedures for Public Comment 3/22/2022 County Commissioners Meeting

ATTACHMENTS:

Description

Procedures for Public Comment

03.22.22 Public Comments Sign In Sheet

BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR PUBLIC COMMENT

In addition to public appearance, the meeting is also being held virtually, via teleconference and viewable on the County website at www.kentcounty.com/government.

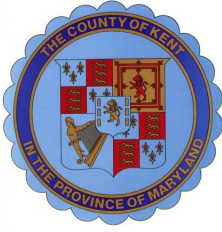
It is our desire that everyone who wishes to comment be given a fair and uninterrupted opportunity to express their views to the County Commissioners during this public comment period.

- Comments will be limited to three (3) minutes in length.
- Comments longer than three (3) minutes will be required to be submitted in writing.
- The Board President will open the meeting to Public Comments, citizens are asked to state their name, address, and the topic of interest. Citizens are to ask that all views be expressed in a respectful and civil manner. The Board respects your desire and right to convey your message freely. We ask as a courtesy to the Board and our citizens that you respect the Commissioners' request to refrain from naming citizens and name calling when offering any critique.

The County staff will acknowledge each caller, in the order they called in, announce the last 4 digits of the phone number that was used to call in, and will ask the caller to unmute their phone allowing them to comment.

**PUBLIC COMMENTS
SIGN IN SHEET
March 22, 2022**

NAME (please print)	ADDRESS	TOPIC	



**D. Lee Curry, Director, Water and Science Administration, Maryland
Department of the Environment
3/22/2022
County Commissioners Meeting**

Item Summary:

Approval of Resolution 2022-02, Amendment to the 2018 Kent County Comprehensive Water and Sewerage Plan, Ina Reed

ATTACHMENTS:

Description

03.09.22 D. Lee Curry, Director, Water and Science Administration, Maryland Department of the Environment, Resolution 2022-02

01.11.22 Resolution 2022-02, A Resolution Pertaining to an Amendment to the Kent County Comprehensive Water and Sewerage Plan, 2018 Update to Include Onsite Sewer Service for Ina Reed Parcel 46



Maryland

Department of the Environment

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor

Ben Grumbles, Secretary
Horacio Tablada, Deputy Secretary

March 9, 2022

The Honorable Thomas Mason
President, Kent County Commissioners
Kent County Government Center
400 High Street
Chestertown, MD 21620

Dear President Mason:

The Maryland Department of the Environment (MDE) has completed its review of **Resolution 2022-02 to the 2018 Kent County Comprehensive Water and Sewer Plan (Amendment)**. The County Commissioners of Kent County adopted the Amendment on January 11, 2022. The Amendment transfers one (1) equivalent dwelling unit (EDU) allocation from Tax Map 46, Parcel 22 to part of Parcel 46, along a Denied Access Main. Both properties are owned by the same party, Ina Reed. Parcel 22 will be changed to "No Planned Service", and part of Parcel 46 will be changed to W-1/S-1 (existing service).

Maryland Department of Planning Findings

The Maryland Department of Planning (MDP) advised MDE that the Amendment is consistent with the Kent County Comprehensive Plan, including the Comprehensive Plan Countryside Element, pages 45 – 46, Goal Strategy 5 – Retain the Agricultural Zoning District.

MDP also noted several corresponding changes that should be updated in the Plan, to maintain consistency with this Amendment. These corresponding changes pertain to Maps and Figures throughout the Plan, which include the Edesville area. It is recommended that these Maps and Figures be updated to reflect the transfer of allocation from Parcel 22 to part of Parcel 46, and the subsequent water and sewer category changes. Specifically, these updates refer to:

1. Figure 3, Kent County Water Service Area
2. Figure 4, Kent County Sewerage Service Area.
3. Section 3.5.2.1, Edesville Water Service Area (page 3-7)
4. Section 4.5.2.4, Edesville (page 4-8)
5. Appendix 4.F,
 - a. Edesville Service Area; Section 3.3.2.4
 - b. Edesville Service Area; Section 4.2.2.4

RECEIVED

MAR 11 2022

KENT COUNTY
COMMISSIONERS OFFICE

MDP also notes that Parcel 22 should now be identified as Tier IV and Parcel 46 should now be identified as Tier I-A on the Growth Tier Map 4 – Septic Tier Designations.

If there are comments or questions regarding MDP's review, MDE encourages the County to contact MDP. See enclosed MDP's comments and contact information.

MDE Findings and Action

1. MDE notes that this Amendment allows an allocation transfer from Tax Map 46, Parcel 22 to part of Parcel 46. Section 1.4.6, entitled "Denied Access Facilities, Page 1-10 in the approved 2018 Kent County Comprehensive Water and Sewer Plan stipulates (Part B, item number 4) that "There shall be only one allocation granted per lot...". Since this allocation was transferred from Parcel 22 to part of Parcel 46, the 1 EDU allocation granted to parcel 22 is permanently removed. With regard to Parcel 46, access to public water and sewer is denied for any future lots that may be subdivided after the date of this Amendment. MDE recommends that the County keep a record of this allocation transfer, to help address potential future inquiries regarding the removal of the 1 EDU allocation from Parcel 22 and potential future inquiries regarding allocations to Parcel 22.
2. Wastewater Treatment Plant Capacity: The Reed Property, Tax Map 46, Part of Parcel 46 will contribute a total of 1EDU or 250 gallons per day (GPD) to the City of Rock Hall Wastewater Treatment Plant (WWTP). The Rock Hall WWTP current permitted design capacity is 0.505 million gallons per day (MGD). Since this Amendment allows an allocation transfer of 1 EDU from Parcel 22 to Parcel 46, there is no additional flow going to the WWTP and there will be no impact to the capacity of the WWTP, which is currently 0.244 MDG or approximately 60% of its design capacity.

In accordance with §9-507(a) of the Environmental Article, Annotated Code of Maryland, **MDE hereby approves the Resolution 2022-02, Amendment to the 2018 Kent County Comprehensive Water and Sewerage Plan.** See enclosed water and sewer map changes below.

This action completes MDE's review, as required by §9-507 of the Environment Article, Annotated Code of Maryland. If you need further assistance, please contact Heather Barthel, Deputy Director, at (410) 537-3512, toll-free at (800) 633-6101, or by e-mail at heather.barthel@maryland.gov.

Sincerely,



The Honorable Thomas Mason
Page 3

D. Lee Currey, Director
Water and Science Administration

Enclosure

cc: Michael S. Moulds, Director of Public Works, Kent County
Charles Boyd, Director, Planning Coordination, MDP
Heather Barthel, Deputy Director, WSA, MDE

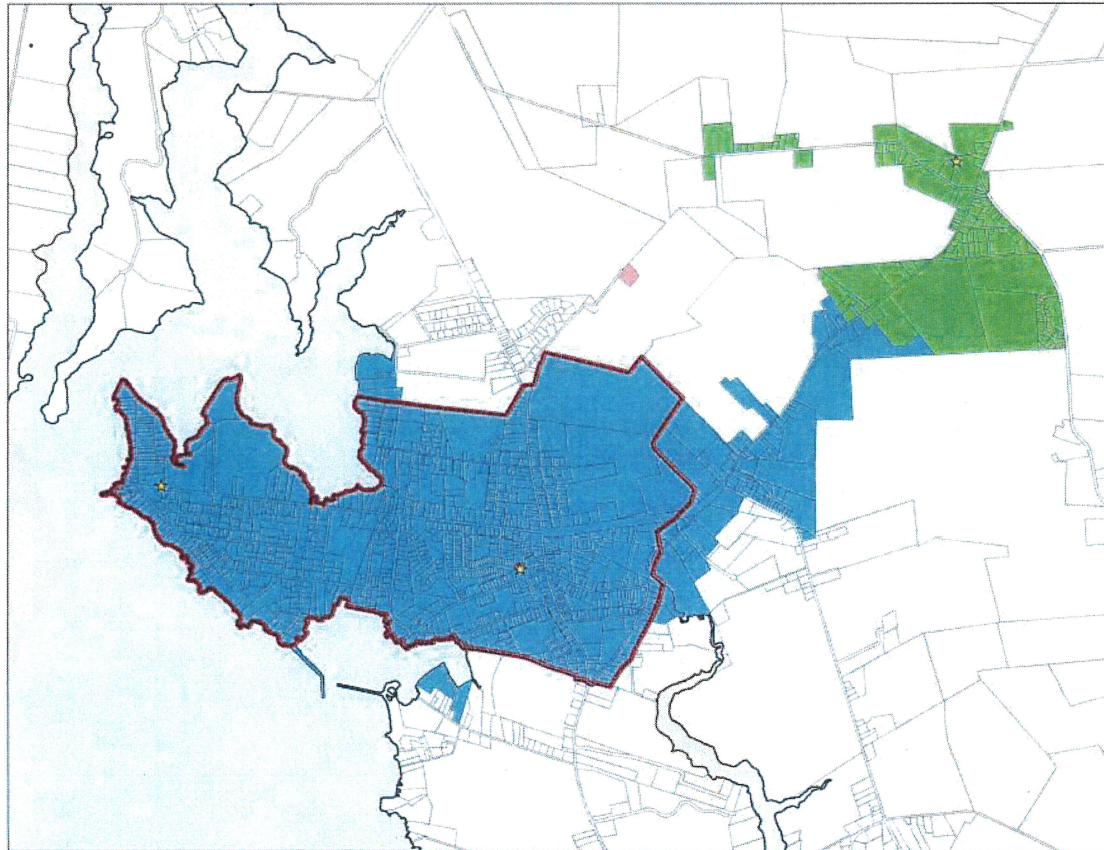


FIGURE 3-2 - Revised

**TOWN OF ROCK HALL
WATER TREATMENT PLANT &
WATER SERVICE AREA**

Legend

- ★ Water Tower
- Treatment Plant
- Existing Town Service
- Existing County Service
- Planned County Service
- Incorporated Town
- County Boundary

NOTES
Includes Edenville and Westley Chapel
Cemetery Water Service Areas

Kent County
Comprehensive Water & Sewer Plan
2018



1 inch = 1,500 feet

Kent County Department of Planning,
Housing and Zoning, September 2018,
Revised August 2021.

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

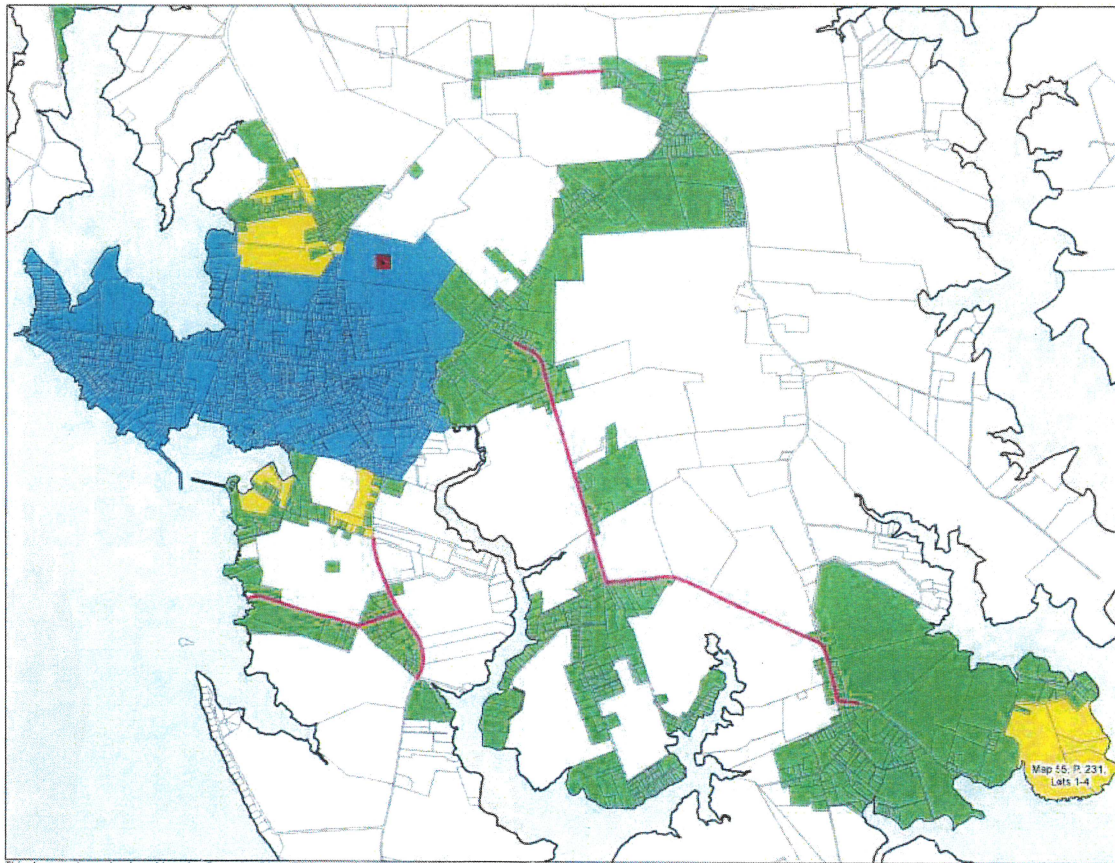


FIGURE 4-2 Revised
TOWN OF ROCK HALL
WASTEWATER TREATMENT PLANT
AND SEWERAGE SERVICE AREA

Legend

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

NOTES:
Includes the following service areas:
Albin's Lane
Green Lane and Spring Cove
Piney Neck/Salmon's Neck/Wesley Chapel
Edesville

REVISED MAY 2020
Map 55, Parcel 231, Lots 1-4 were
added to Planned Service Area

Kent County
Comprehensive Water & Sewer Plan
2018



1 inch = 2,000 feet

Kent County Department of Planning,
Housing and Zoning, September 2018.
Revised August 2021.



Maryland DEPARTMENT OF PLANNING

February 28, 2022

Ms. Dinorah Dalmasy, Integrated Water Planning Program
Maryland Department of the Environment
Water and Science Administration
1800 Washington Boulevard
Baltimore, Maryland 21230

Re: Adopted Kent County Master Water and Sewer Plan Amendments
Ina Reed (Tax Map 46, Parcels 22 and 46)

Dear Ms. Dalmasy:

Thank you for providing the Maryland Department of Planning (Planning) with a copy of the adopted Ina Reed amendment to the Kent County Water and Sewer Master Plan. Planning has reviewed the above-referenced adopted water and sewer plan amendment pursuant to our mandate to advise the Maryland Department of the Environment (MDE) on local comprehensive plan consistency and other appropriate matters as required by Environment Article Section 9-507 (b)(2) and find the adopted revisions to be consistent with the 2018 Kent County Comprehensive Plan. Below is a summary of the adopted Water and Sewer Plan (WSP) changes and our final review comments.

Summary of Revisions

The amendment exchanges the available water and sewer allocation (one), along a Denied Access Main, from Parcel 22 to proximate Parcel 46. Both properties are owned by the same party. The amendment was adopted and appears to incorporate some (recommendation #1) but not all the recommendations included in Planning's draft review comments, included in a letter to MDE dated October 5, 2021.

Comments

1. Planning recommends that Parcel 22 (0.078 acres in size), and the portion of Parcel 46 depicted as Existing Service should also be correspondingly amended on the following maps:
 - Figure 3, Kent County Water Service Area; and,
 - Figure 4, Kent County Sewerage Service Area.
2. Section 3.5.2.1, Edesville Water Service Area (page 3-7); Section 4.5.2.4, Edesville (page 4-8); Appendix 4.F, Edesville Service Area Map; Section 3.3.2.4, Edesville Service Area; and Section 4.2.2.4, Edesville Service Area, should be amended to note the change in allocation from Parcel 22 to Parcel 46, and include the map changes, as noted above. The WSP should be clear that the water and sewer allocations for Parcel 22 have been transferred to Parcel 46 and development potential is limited.
3. Section 1.4.6.B.1, Denied Access Facilities, which states in part that "access to a denied access line is prohibited unless... the connection is to an unimproved lot of record that can demonstrate it is buildable by passing on-site well and septic requirements," should be expanded to indicate that a lot of record must be a minimum of two acres, or the minimum lot area needed to meet the septic requirements. For example, "unless the connection is to an unimproved lot of record, of at least two acres in size, that can demonstrate it is buildable by passing all other on-site well and septic requirements". This change is recommended because Parcel 22 is less than two acres in size, the

minimum necessary to accommodate an onsite septic system. This would help clarify that the allocation has been transferred from Parcel 22 and that it is too small to meet the well and septic tank requirements. Without this change, one (1) additional equivalent dwelling unit (EDU) could potentially be requested for Parcel 22.

Consistency with the Comprehensive Plan

Planning finds the amendment to remove the allocation to Parcel 22 to Parcel 46 **consistent** with the Kent County Comprehensive Plan, specifically, as follows: Comprehensive Plan Countryside Element, pages 45-46, Goal Strategy 5 – Retain the Agricultural Zoning District, states the following reasons for extending public water and/or sewer systems to properties in the Agricultural Zoning District, all of which apply to the proposed amendment:

- “Section b. There exists a public or other community sanitary system that can practically and economically supply service to the parcel and its existing uses” because the denied access main is planned;
- “Section c. The provision of such service will not result in material expansion, new lot creation or otherwise materially intensify the use of the property” because the single allocation will not result in an intensity of use of the property; and
- “Section f. This policy shall not be interpreted to allow additional new development and/or material intensification of an existing use and is reserved for special circumstances to protect public health and the environment and not to foster development of residential, commercial, and/or industrial uses in this zoning district” because the single allocation will not result in additional residential, commercial, or industrial uses.

Priority Funding Areas Review

Pursuant to the State Finance and Procurement Article §5-7B-02, local jurisdictions are eligible to receive State financial assistance under certain programs, if the project is located within the PFA. The map amendment parcels are not currently designated as PFA, and do not appear to be eligible for PFA designation because the properties are not within the county’s Map 5 – Designated Growth Areas, page 32, nor zoned for a residential density of at least 3.5 dwelling units/acre.

Growth Tier Map Review

On Map 4 – Septic Tier Designations, page 26, Parcel 22 is identified as Tier I-A, an area currently served by public sewer but not considered a growth area. Parcel 46 is identified as Tier IV, areas served by onsite disposal systems which are located within a Priority Preservation Area. Upon approval of this amendment, Parcel 22 should be identified as Tier IV, and Parcel 46 should be identified as Tier I-A on the Kent County Growth Tier Map.

If you have any questions or concerns regarding these comments, please contact David Dahlstrom, AICP, Regional Planner at david.dahlstrom@maryland.gov.

Sincerely,



Charles W. Boyd, AICP

Director, Planning Coordination

cc: Robin Pellicano; Nicholai Francis-Lau; Steve Alfaro; and Hannah C. Benzion, MDE

Tony Redman, DNR

Dwight Dotterer, MDA

Jason Dubow; Joseph Griffiths; Sylvia Mosser; David Dahlstrom; and Cassandra Malloy, Planning

RESOLUTION 2022-02

COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND

**A RESOLUTION PERTAINING TO AN AMENDMENT TO THE KENT COUNTY
COMPREHENSIVE WATER AND SEWERAGE PLAN, 2018 TO INCLUDE WATER
AND SEWER SERVICE FOR INA REED PARCEL 46**

WHEREAS, pursuant to Title 9, Subtitle 5 of the Environmental Article of the Maryland Annotated Code, the County Commissioners of Kent County, Maryland have general powers to adopt and amend a County plan addressing water supply systems and sewerage systems and has heretofore adopted the Kent County Comprehensive Water and Sewerage Plan, 2018; and

WHEREAS, the Kent County Planning Commission discussed the proposed plan amendment on August 5, 2021 and found that it was in compliance with the Land Use Ordinance and Comprehensive Plan; and

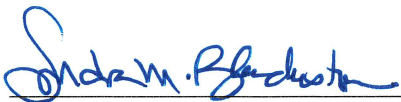
WHEREAS, after due notice was published, the County Commissioners conducted a public hearing on January 11, 2022, at which time the proposed amendment was discussed, staff's recommendations were considered, and public comment was solicited; and

NOW, THEREFORE, BE IT RESOLVED, after considering the evidence which had been presented at the public hearing regarding the proposed amendment, the County Commissioners of Kent County, Maryland hereby amend the Comprehensive Water and Sewerage Plan to include public sewer and water service for Parcel 46 and remove Parcel 22 from the Existing County Service Area in the Town of Rock Hall Service Area as set forth in Figures 3-2 revised and 4-2 revised attached hereto and made a part hereof.

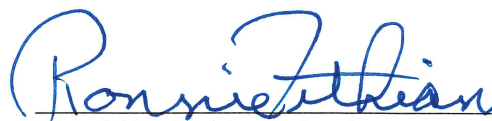
BE IT FURTHER RESOLVED, Parcel 46 is limited to and will only have one (1) allocation transferred from Parcel 22 and any access to public water and sewer is to be denied to any future lots that maybe subdivided.

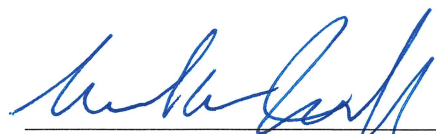
ATTEST:

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND


Sondra M. Blackiston, Clerk


P. Thomas Mason, President


Ronald H. Fithian, Member


Robert N. Jacob, Jr., Member

ADOPTED: January 11, 2022

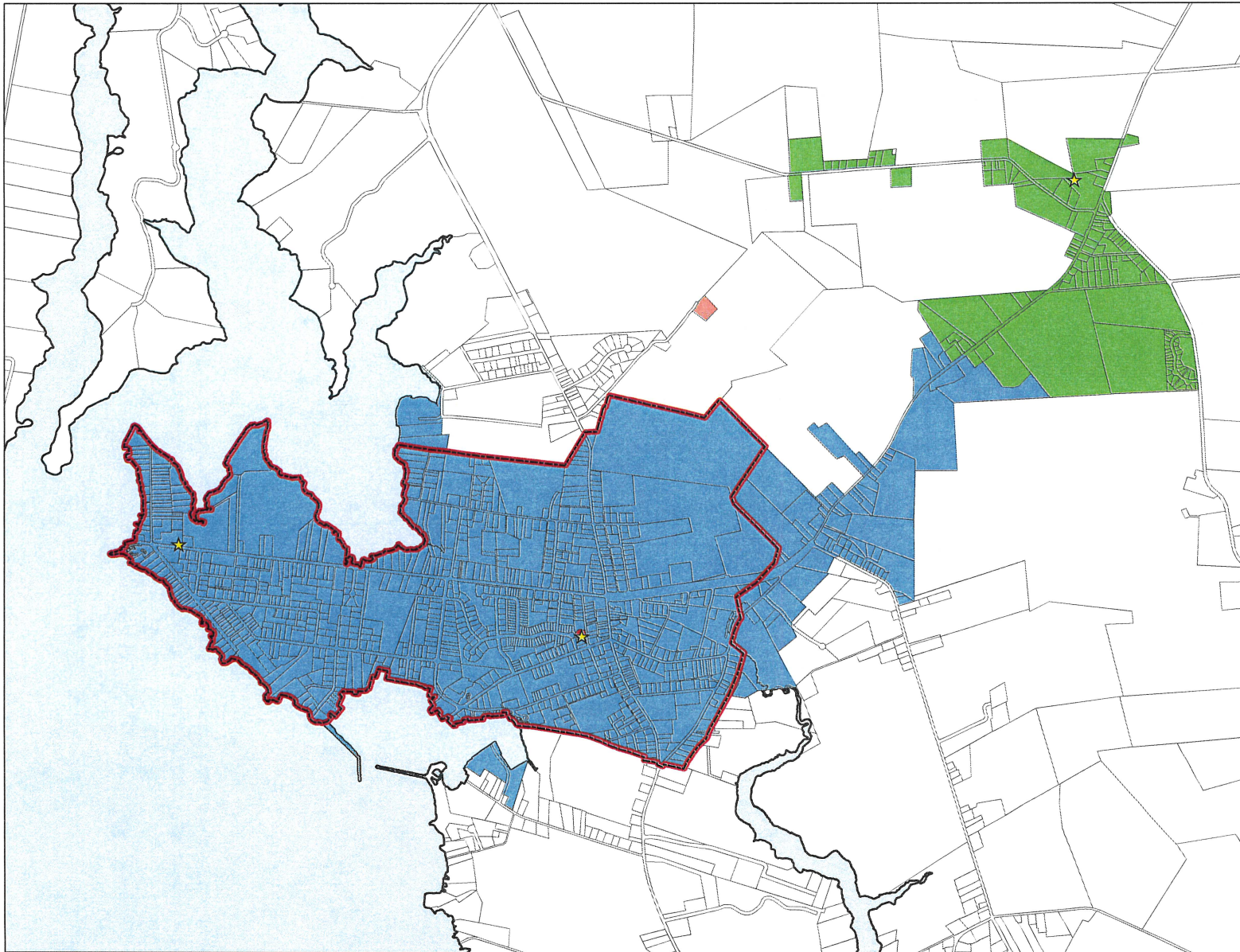


FIGURE 3-2 - Revised
TOWN OF ROCK HALL
WATER TREATMENT PLANT &
WATER SERVICE AREA

Legend

- ★ Water Tower
- Treatment Plant
- Existing Town Service
- Existing County Service
- Planned County Service
- Incorporated Town
- County Boundary

NOTES:
 Includes Edesville and Wesley Chapel
 Corridor Water Service Areas

Kent County
 Comprehensive Water & Sewer Plan
 2018



1 inch = 1,500 feet

Kent County Department of Planning,
 Housing and Zoning, September 2018.
 Revised August 2021.

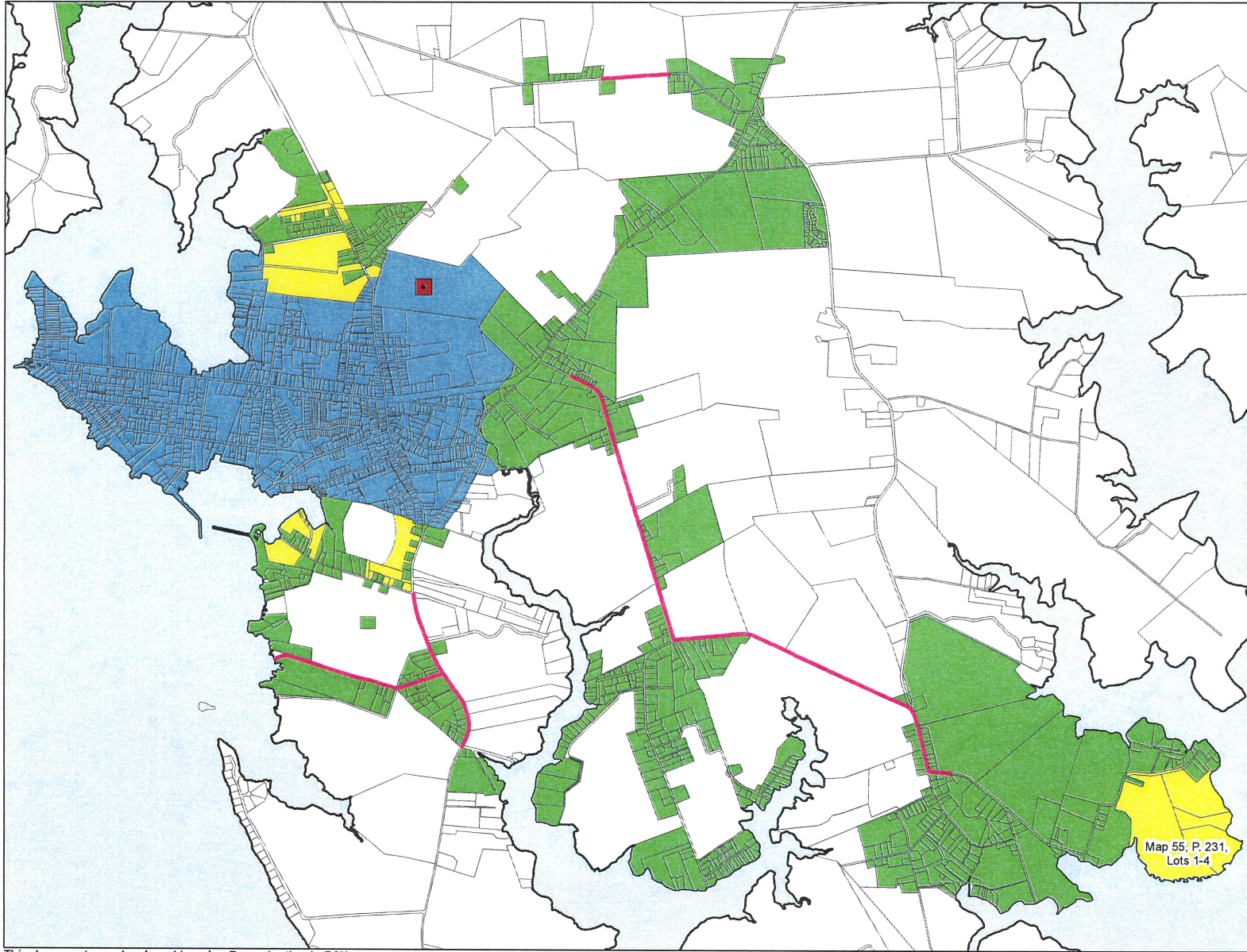


FIGURE 4-2 Revised
TOWN OF ROCK HALL
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NOTES:
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REVISED MAY 2020
 Map 55, Parcel 231, Lots 1-4 were
 added to Planned Service Area

Kent County
 Comprehensive Water & Sewer Plan
 2018



1 inch = 2,000 feet

Kent County Department of Planning,
 Housing and Zoning, September 2018.
 Revised August 2021.



Contingency and Use of Fund Balance Report 3/22/2022 County Commissioners Meeting

ATTACHMENTS:

Description

3-15-2022 Commissioner Report Contingency

CONTINGENCY					
DATE APPROVED	DEPARTMENT		AMOUNT APPROVED	DESCRIPTION	
8/24/21	Kent County Health Department (KCHD)	\$	227,000	Hiring of (2) nurses and (2) nursing assistants for facilitate vaccination and testing clinic	
9/7/21	Circuit Court		7,131	Replace carpet in Kent County Circuit Court project #BM 22-01	
9/28/21	Building and Grounds		32,785	Exterior painting of the Kent County Courthouse and Kent County Government Center RFP No BM-22-02	
10/5/21	Planning & Zoning		1,039	Permit fee waiver-Kent Attainable Housing, Inc.	
10/12/21	Buildings/Grounds-Court House		40,852	24909 Lambs Meadow Road HVAC split system-Court House	-
10/26/21	Water and Wastewater Fund		129,600	Water/Sewer allocation fees waiver for Kent County Society project in Worton (12/1/2020)	-
8/3/21	Buildings/Grounds-Court House		24,940	Asbestos Abatement - Court House, replacement of tiles, Clerk of Courts	-
11/30/21	Kent County Health Department (KCHD)	(227,000)		Move funding source to ARPA from Contingency	-
12/21/21	Information Technology		29,294	Hiring of staff for vaccination & testing clinic Replace Uninterrupted Power Supply (UPS)	-
1/18/22	Legal Counsel		20,000	Moranec Road Solar Litigation expenses	-
1/25/25	Social Services		5,500	Lodging at Driftwood Inn to help the homeless during the month of February	-
2/15/22	Kent Ag Center, Inc		41,710	Complete Pavilion Project	-
			-		-
			-		-
			-		-
			-		-
			-		-
			-		-
			-		-
			-		-
			-		-
TOTAL			<u>\$ 332,851</u>		
BEGINNING CONTINGENCY BUDGET			\$ 400,000		
ENDING CONTINGENCY BALANCE			<u>\$ 67,149</u>		
USE OF FUND BALANCE					
DATE APPROVED	DEPARTMENT		AMOUNT APPROVED	DESCRIPTION	
6/22/2021	Sheriff's Office	\$	54,776	Body Cameras five year agreement	
6/22/2021	University of Maryland Extension Office	\$	15,156	Increase FY22 Allocation-PTK positions salary increase	
10/19/2021	Human Resources	\$	3,269	Transfer of current employee to HR Specialist	
TOTAL			<u>\$ 73,201</u>		
USE OF FUND BALANCE					
Note: If expenses are not reduced or offset by the same amount of fund balance used, this will result in a decrease in fund balance below our 7.5% target.					