

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

January 26, 2021

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

Kent County Government Operations, Dial 1-872-239-8359 and enter Conference ID 452 212 263#

Procedures for Public Comment

Consent Items

#1 - Regular Session Minutes, January 19, 2021

#2 - Liquor Minutes, January 19, 2021

Proclamation

Olivia James, Marketing and Communications, Maryland MENTOR

Proclamation, National Mentoring Month January 2021

Recognition

Bernard "Al" Hammer

Employee Retirement Recognition

Appointments

Muriel Cole, Co-Chair, and Carolyn Sorge, Co-Chair, Commission on Aging

2020 Annual Report

Coronavirus Relief Fund

Coronavirus Relief Fund Report

Human Resources Director

Parks and Recreation

Recreation Program Coordinator Vacancy

Public Works Director

Water and Wastewater Division

Skidders Neck Generator Replacement

Water and Wastewater Division

Contingency Request Worton Lagoon Pump Out

Kent Alcohol and Tobacco Enforcement KATE

J. Terry Ober, Inspector, Kent Alcohol and Tobacco Enforcement

Inspector's 3rd and 4th Quarter Report

J. Terry Ober, Inspector, Kent Alcohol and Tobacco Enforcement

Liquor License Establishment Correspondence

Sondra M. Blackiston, Clerk/KATE Manager
2021 Alcoholic Beverage Renewal Process
Sondra M. Blackiston, Clerk/KATE Manager
Certificate of Recognition, J. Terry Ober

County Administrator

Clay B. Stamp, County Manager, Talbot County
Annual Transportation Plan for FY 2022 Transportation Services
Commission on Aging
Request for Appointment

Letters for Signature

Interest Form
Committee Interest Form Received
Richard Goodall, Chief Executive Officer, The Dixon Group, Inc.
Letter of Concern

Public Comment/Media Review Dial 1-872-239-8359 and enter Conference ID 452 212 263#

Procedures for Public Comment

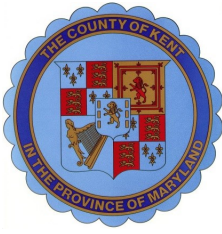
For Your Information

Charles D. MacLeod, Esq., MacLeod Law Group, LLC
Public Works Agreement
Thomas N. Yeager, County Attorney

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.)



**Procedures for Public Comment
1/26/2021
County Commissioners Meeting**

ATTACHMENTS:

Description

Procedures for Public Comment

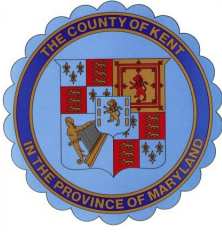
BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR PUBLIC COMMENT

In response to the State of Emergency due to COVID-19, and in lieu of public appearance, the meeting is 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.

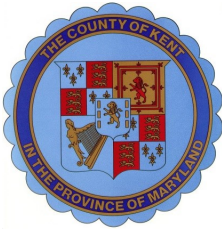
The County staff will acknowledge each caller, in the order they called in, announce the last 4 digits of the phone number that was used to call in, and will ask the caller to unmute their phone allowing them to comment.



**#1 - Regular Session Minutes, January 19, 2021
1/26/2021
County Commissioners Meeting**

ATTACHMENTS:

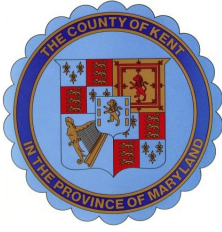
Description



**#2 - Liquor Minutes, January 19, 2021
1/26/2021
County Commissioners Meeting**

ATTACHMENTS:

Description



Olivia James, Marketing and Communications, Maryland MENTOR
1/26/2021
County Commissioners Meeting

Item Summary:

Proclamation, National Mentoring Month January 2021

ATTACHMENTS:

Description

01.26.21 National Mentoring Month Proclamation

Kent County Maryland

Proclamation

NATIONAL MENTORING MONTH

- WHEREAS,** January 2021 will mark the 19th anniversary of National Mentoring Month, an annual campaign to focus attention on the need for mentors; and
- WHEREAS,** Kent County honors volunteer mentors who support young people by showing up for them every day and demonstrating their commitment to helping them thrive; and
- WHEREAS,** mentoring has proven to be an effective strategy to increase the life opportunities of all young people; and
- WHEREAS,** quality mentoring promotes healthy relationships and communication, positive self-esteem, emotional well-being, and growth of a young person and their relationships with others; and
- WHEREAS,** with support of the County, State, business and community leaders, the Maryland MENTOR has helped establish mentorships with youth across the County and State, providing young people with the opportunities to succeed; and

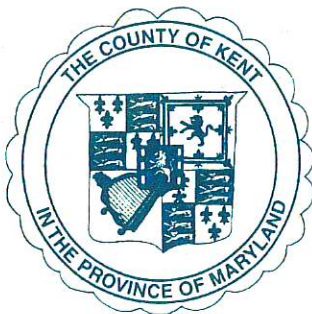
NOW, THEREFORE, We, The County Commissioners of Kent County, Maryland do hereby proclaim January 2021, as "NATIONAL MENTORING MONTH" in Kent County and recognize and acknowledge the importance of mentoring programs.

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

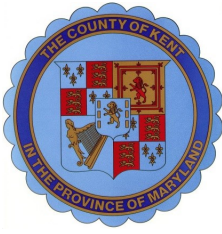
P. Thomas Mason
P. Thomas Mason, President

Ronnie Fithian
Ronald H. Fithian, Member

Robert N. Jacob, Jr.
Robert N. Jacob, Jr., Member



January 26, 2021



Bernard "Al" Hammer
1/26/2021
County Commissioners Meeting

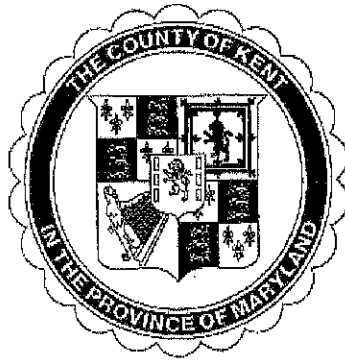
Item Summary:

Employee Retirement Recognition

ATTACHMENTS:

Description

Support Docs



Presented to

Bernard "Al" Hammer



*In grateful appreciation for your
twenty-three years and four months of dedicated
service to the citizens of Kent County from
October 6, 1997 to January 29, 2021*

The County Commissioners
of Kent County, MD

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

Al Hammer's Employment History

After his retirement from the Coast Guard with twenty-two years of service, Al was hired on October 6, 1997, as a Motor Equipment Operator I in the Public Works Department, Roads Division. At that time, the Roads Division was located at 201 S. Mill Street in the old State Highway Administration shop, which is now the location for the town's streets maintenance and the former Sultana Boat yard. The Roads Division moved to 709 Morgnec Road in May of 1998.

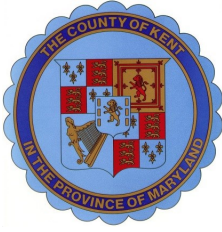
He was promoted to a Crew Leader on April 28, 2004.

Ten years later, on August 20, 2014, Al was promoted again, this time to the Roads Supervisor position.

He has worked through many storms over the years, including Hurricanes Floyd & Isabelle, as well as several snowmageddons and major ice storms. There were many times he and his co-workers worked through the night and

on holidays to clear the roads because of weather events.

Al is ending his forty-five-year career as a public servant on January 29, 2021 after twenty-three years and four months of dedicated service to the citizens of Kent County.



**Muriel Cole, Co-Chair, and Carolyn Sorge, Co-Chair, Commission on
Aging
1/26/2021
County Commissioners Meeting**

Item Summary:

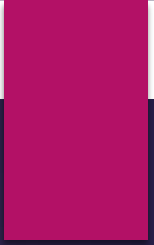
2020 Annual Report

ATTACHMENTS:

Description

Commission on Aging 2020 Annual Report Presentation

2020 Annual Report



Commission on Aging Annual Report 2020

JAN. 21, 2021

2020 Members

- ▶ **Muriel Cole, Co-Chair (Chestertown) (Commissioners' Representative)**
- ▶ **Carolyn Sorge, Co-Chair (Betterton)**
- ▶ **Mary Etta Reedy, Treasurer (Rock Hall)**
- ▶ **Glenn Michael, Secretary (Chestertown)**
- ▶ **Margie R. Baker (Chestertown)**
- ▶ **Wayne Benjamin (Chestertown)**
- ▶ **Phil Ciccone (Rock Hall)**
- ▶ **Barbara Fancher (Chestertown: Heron Point Retirement Community)**
- ▶ **Lauretta M. Freeman (Worton)**
- ▶ **Olythea B. Hunley (Still Pond)**
- ▶ **Samuel W. Johnston (Millington)**
- ▶ **Ray Long (Galena)**
- ▶ **Marilyn Snowden (Millington)**

2020 Highlights

- ▶ **Social Isolation of Seniors: Concern**
- ▶ **Advocacy in Annapolis**
- ▶ **Safety and quality of care in local nursing homes**
- ▶ **COVID Registration Challenges for Seniors**

2021 Foci

- ▶ **COVID Registrations**
- ▶ **Nursing Home Oversight**
- ▶ **Social Isolation**



Cover illustration by Deb Brown, The Finishing Touch, Chestertown

Background

The Kent County Commission on Aging, established in 1969, is made up of representatives having an interest in seniors' issues and in alleviating problems faced by older citizens in Kent County.

Meetings are held at 10:30 a.m. the third Friday of each month, nine times per year, at Upper Shore Aging, 100 Schaubert Road, Chestertown. Meetings are open to the public.

The purposes of the Commission, as listed in the by-laws approved by the Kent County Commissioners on January 13, 2015, are:

1. To advocate for the senior citizens of Kent County, Maryland.
2. Provide information, guidance, advice, and recommendations to the County Commissioners of Kent County ("County Commissioners") pertaining to senior citizens.
3. Obtain, develop, and provide information concerning programs and services, available funds, and other resources at the local, state, and federal levels regarding the concerns and needs of senior citizens.
4. Plan, initiate, and implement projects or activities for the benefit of senior citizens as authorized by any applicable budget.
5. Support programs offered by organizations that provide services to help elderly persons to be independent and stay in their homes as long as possible.
6. Generally, to do all things necessary or proper to promote the interests, well-being, and quality of life for senior citizens in Kent County, Maryland.

Demographics and Trends

The ratio of seniors to Kent County's overall population has steadily and significantly increased here over the past several decades, and officials can expect to see that trend intensified with the release of the 2020 U.S. Census results. In 2018 those 55 and older accounted for 40.8% of Kent County's population (<https://www.census.gov/acs/www/data/data-tables-and-tools/data-profiles>). By comparison, this percentage was 35.2% just eight years ago, in 2010. A total of 25.7% (of the 19,593 residents) were 65 or older in 2018. By contrast the percentage change state-wide in those over 65 was 11.9% in 2010 and 15.4% in 2018. On the Eastern Shore, only Talbot County comes close to the percentage of our older adults; 27.6% are 65 or older.

The Kent County United Way prepared a report on local income levels using 2016 data, focusing on levels of those who are defined as Asset Limited, Income Constrained, and Employed (ALICE). This level constitutes a household that earns more than the Federal Poverty Level but less than the basic cost of living in Kent County. A total of 34% of those 65 and over qualified as ALICE households. An additional 8% are at poverty level. These figures are slightly higher than total Kent County households (10% and 30% respectively). The data is listed by community, and ranges from Fairlee with 67% of its residents at ALICE level or below to Kennedyville with 15% in that category.

Our senior population is now twice the number of school-age children. Public services for seniors in Kent County are the joint responsibility of the Health Department, the Department of Social Services, and the Area Agency on Aging, which for Kent County (as well as Caroline and Talbot Counties) is Upper Shore Aging, Inc. None are adequately funded, and none have an organized volunteer program. All local seniors' programs continue to face challenges due to reduced budgets and increasing demands. Elderly persons are frequently physically unable to be advocates for their needs, which exacerbate these challenges. Cutbacks in resources occur, regardless of the cost-effectiveness of the cutbacks.

“We used to get sick and die. Now we get sick and live, get sick and live, get sick and live. The aging of the Eastern Shore is reaching truly crisis proportions,” Dr. Memo Diriker of Salisbury University warns.

As we become older, we are more likely to fall at home, become ill, and/or incur setbacks. Many on the Eastern Shore are especially isolated and live alone in our later years. Younger members of the family are less and less available to help the elders.

Members

Members are appointed by the County Commissioners for a term of three years. Every effort is made to recruit individuals who reflect the racial, gender, and socio-economic mix in the County as well as representation from the various towns and villages.

Current members are leaders in a wide variety of local civic and church activities, setting examples for volunteer service. Among other roles, Margie Baker is a volunteer and former Board member with the Kent County Food Pantry and is active in local social justice work. Wayne Benjamin is the District Governor for the 22B of the Lions Club International which includes the nine counties of the eastern shore, He is also a Board member of the Animal Care Shelter for Kent County and a board Member of the Kent and Queen Anne County Guardianship Program. Phil Cicconi is currently the Vice President and co-founder of the Kent County Learning Center and formerly Vice-President of the Friends of Eastern Neck Wildlife Refuge. Muriel Cole is Past-President of HomePorts, Inc. and volunteers for Women in Need. She and Barbara Fancher serve on the Membership Committee of RiverArts. Lea Hunley is on the Advisory Board of the Department of Social Services and a liaison between the Board of HomePorts and the Chestertown Lions Club. Sam Johnston is past President of the Millington Lions Club and past member of the Millington Planning Commission. Ray Long is the Treasurer of the Upper Shore Aging Foundation, past Director of the Chester River Hospital Foundation, former Secretary and Director of the Galena Fire Company, former Treasurer of the Galena Lions and former treasurer of the Kent County Historical Society. Marilyn Snowden is President of Classleaders for Bethel AME Church and volunteers with the Samaritan House Shelter in Chestertown. Carolyn Sorge serves on the Board of KART (Kent Association of Riding Therapy), and chairs the Betterton Community Development Corp. and the Betterton Heritage Museum. Mary Etta Reedy is President and co-founder of the Kent County Learning Center, Treasurer and Trustee of Wesley Chapel, Treasurer Rock Hall Senior Citizens, past president of the Rock Hall Garden Club, and a previous member of the Character Counts Steering Committee and Character Coach.

FY21 Commission on Aging Funding

The Commission on Aging requests and receives a small annual budget allocation for administration. In FY21 the Commission requested from the Kent County Commissioners and received \$3870, the same amount as in FY20. The majority of the budget is earmarked for reimbursement to members for expenses. The remainder is used for administrative expenses such as advertisements, publications, sponsorships, and facility and travel costs for events.

A 1978 County rule requires that members of all county commissions be reimbursed for expenses incurred. The county has interpreted this rule as a standard policy of paying members \$25 per meeting attended, but in 2010 reduced the reimbursement to \$25 per quarter. Co-chairs receive \$30 per quarter. Although the County Commissioners proposed decreasing the number of meetings per year for the Commission on Aging to reduce costs, the Commission on Aging voted in 2010 to continue to meet nine times annually and members continue to accept one reimbursement per quarter regardless of expenses incurred. In 2020 the group met ten times, the majority being virtual meetings due to the COVID pandemic.

SUMMARY OF 2020 ACTIVITIES

Coordination with Upper Shore Aging, Inc.

The Commission regularly learned about and commented on programs and services for Kent County seniors supported by Upper Shore Aging, Inc., which serves as the Area Agency on Aging for Kent, Caroline, and Talbot Counties. A member also serves as a liaison with the Upper Shore Aging Board of Directors.

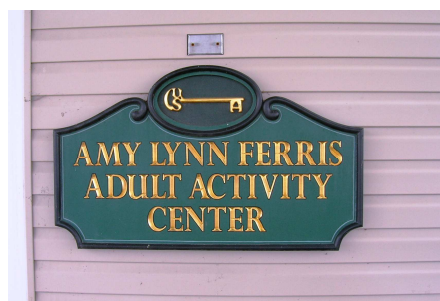
The Executive Director of Upper Shore Aging gave monthly updates to the Commission on the FY20-FY22 Upper Shore Aging budgets and projected changes. Funding is received from the federal, state, and local (Kent, Caroline, and Talbot) governments. Federal funds are distributed based on a population formula. Results of the 2020 U.S. Census will likely change the funding formulae, on which funding allocations are made to each county. Kent County receives the lowest in the State. Upper Shore Aging Inc requested \$184,475 in the FY 2021 budget request from Kent County. The approved budget was for \$158,122. Upper Shore Aging also received grant funding for diabetes education and screening.

Members continue to be concerned that *the overall level of funding does not meet the rapidly increasing need for local senior services and programs* that support healthy and safe aging. This situation is exacerbated by the situation of multiple funding sources, with each depending on the others.

At each month's Commission meeting, Rosemarie Curlett, Director of the Center, normally reports on upcoming special events, trips, and classes offered at the center. The Commission encourages that this information be shared. Unfortunately, a state-mandated closure of the Center occurred in March, due to the pandemic, and the Center remained closed through 2020. Although efforts were made to continue some exercise classes on line, many attendees do not have ready access to Internet.

Meals-on-Wheels deliveries were made twice a week to 50-70 households, and there was no reported food shortage among local seniors. The Commission on Aging contributed a small portion of its FY20 budget to this program.

Counseling for Medicare's annual Part D Open Season took place via phone. The Commission sponsored newspaper ads publicizing this opportunity.



Housing

The Commission continued to follow the plans for a senior housing project in Millington. The Town of Millington is working with Home Partnerships, a non-profit group who recently completed units for independent senior housing in Cecil County. Commission representatives also attended meetings in Millington with the developer who asked for guidance on transportation, health care, and recreation options for the future residents. Housing is expected to be completed by August 2021.

Public Transportation

The inadequacy of public transportation in Kent County continues to be a serious concern. Existing service is underfunded and needs more attention by County leaders. A member attended the DelMarVa Transit Task Force meeting in February. The Commission on Aging was very pleased to learn that the County hired a Transportation and Housing Coordinator in October and plans to collaborate with him in 2021 on behalf of seniors.



State Legislative Oversight

The Commission remained active in United Seniors of Maryland (USM), the state coalition of organizations advocating for the well-being of older adults. A Commission representative attended meetings in Annapolis and is on the Executive Board. A USM committee monitors legislation introduced in the General Assembly each year that has a potential impact on seniors.

Seven Kent County seniors participated in the annual USM Legislative Forum held in Annapolis on January 14, hearing presentations from both Senate and House leaders and leaders of several organizations advocating for specific legislation potentially affecting seniors. Speakers included the new Senate President Bill Ferguson, who was informed of USM priorities, which include elder abuse prevention and the implementation of end-of-life options.

Later the group met with Delegates Jacobs, Otto, Arentz, and Mautz. Kent County attendees pressed the legislators for support in retaining the hospital in Chestertown.

This event is always an extremely interesting opportunity to learn about the functioning of the Maryland General Assembly as well as to make a statement about the importance of senior issues.



Figure 1- Eastern Shore representatives meet at the Capitol in Annapolis in January to lobby for seniors' issues

Social Engagement

In 2018 Dr. Wayne Benjamin, a physician and Commission member, had spoken on the importance of social contact. “Those without adequate social interaction are twice as likely to die prematurely. It is similar to the risk associated with obesity or smoking,” he told us. The elderly can frequently become depressed, which can affect nutrition, sleep, and family relationships. According to AARP, social isolation affects one in five older adults. AARP likens loneliness to “mortal assault by a disease.”

In early 2020 debate continued among the members as to how best to address this concern. After observing the successful free monthly social get-together for homebound seniors in Rock Hall, the

Commission made a plan of action. First, members were to contact local leaders and ask them to participate in a luncheon meeting in March 2020 to solicit ideas and explore possibilities for replicating the Rock Hall experience. It was envisioned that each community would organize a similar event that would include volunteer transportation, refreshments, games, and local entertainment. The meeting of community leaders, to be held in Rock Hall, was postponed indefinitely due to the pandemic, which began in early March.



The importance of “connecting” with seniors increased as the pandemic lengthened and, at the same time, became much more challenging. Several members suggested sending greeting cards and encouraging notes to residents of Kent County long-term care facilities, both nursing homes and assisted living homes, recognizing that visitors have not been allowed. The Chestertown Lions Club was also enlisted. Each facility was contacted, and all eight agreed enthusiastically. Cards and stamps were purchased, and each member was assigned a facility. Members have sent notes, poems, and photos, which have been warmly welcomed.

COVID Vaccine Registration Assistance

The Kent County Health Department has enlisted the help of the Commission in registering seniors for the vaccine, with special attention to those who do not have Internet access. Appointments must be made on line, leaving many older adults unable to register. The Commission has offered to identify and support seniors in both sign-ups and transportation. Several members participated in the initial training by the Health Department will hold an online training on December 21 at 6pm to review the registration process for volunteers. The Commission also agreed to pay for ads to publicize this assistance when the vaccine becomes available.

State and Regional Coordination

In 2011 the Commission began a now annual tradition of an Eastern Shore regional luncheon meeting of Commissions on Aging in June, which has consistently resulted in a valuable exchange of information, strengthened networks, and new knowledge about priorities, concerns, and lessons learned. Due to the pandemic no event was possible in 2020.

Programs

The Commission held eleven meetings in 2020. In January there were two speakers. Wayne Rickert, Executive Director of Rebuilding Together Kent County, spoke about the mission of the organization. He described the funding and types of repairs done, stressing the importance of home safety. Tim Abeska, an attorney with Mid-Shore Pro Bono, discussed the upcoming workshop that he offered to lead on End-of-Life Planning in March. (This event was postponed indefinitely due to the COVID outbreak.)

The remainder of the meetings were via Internet or phone. Several members do not have Internet access. Although the pandemic has prevented in-person meetings, Commission members have continued to be very engaged, and the momentum for advocating for Kent County seniors has not diminished.

**Notice in local papers- October 2020:
OCTOBER IS RESIDENT RIGHTS MONTH**

to honor all those in long-term care facilities
The 2020 theme is CONNECTION MATTERS

Rights include:

- the Right to be treated with dignity and respect;
- the Right to privacy;
- the Right to a comprehensive plan of care with the staff;
- the Right to be fully informed about care and treatment options;
- the Right to file grievances.

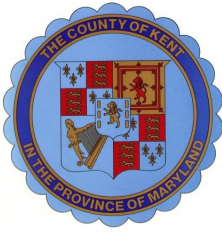
A reminder from the Kent County Commission on Aging

In May the County Commissioners signed a proclamation designating May as Older Americans Month. And October was recognized as National Long-Term Care Residents Rights Month by proclamation.

PLANS FOR 2021

- A priority will be placed on assisting the Kent County Health Department with registering seniors for the COVID vaccine. This help includes identifying those who do not have the means to register, contacting them for the required information and if necessary, providing transportation.
- The Commission will continue its advocacy for better local transportation service. Members will meet with the new Kent County Transportation and Housing Coordinator in January to emphasize the importance of the needs of seniors.
- The Commission will pursue the project to provide social opportunities for seniors in various communities, modeled on the successful monthly programs in Rock Hall. Several members may continue writing cards to long-term care residents, particularly in view of the continuing pandemic.
- If/when public meetings are again allowed, the Commission will hold a public workshop on end-of-life planning, at the request of several older adults in Chestertown, at the Amy Lynn Ferris Center. Presentations will be made by local attorneys, who will describe the necessary documents and the process for preparing and maintaining them. Participants will be offered the opportunity to follow up after completion of the documents.
- Recognizing more and more demands on the very limited resources, the Commission will continue to support the efforts of Upper Shore Aging to increase fund-raising activities.
- The Commission will maintain its involvement as an advocate locally and State-wide for adequate funding for senior programs and services.





Coronavirus Relief Fund Report 1/26/2021 County Commissioners Meeting

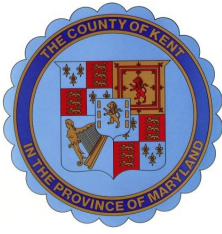
ATTACHMENTS:

Description

Jan 19 CRF Spend Plan Report

CORONA VIRUS RELIEF FUND (CRF) - SPEND PLAN
AS OF COMMISSIONERS MEETING MINUTES DATED
January 19, 2021

DEPARTMENT/AGENCY/MUNICIPALITY	AMOUNTS APPROVED	ACTUAL SPENT	BALANCE REMAINING
COUNTY	316,389	316,389	-
Building Modifications Necessitated by COVID-19			
Finance	3,970	3,970	-
Planning	8,370	8,370	-
400 High Street	2,116	2,116	-
Community Center	31,700	31,700	-
Tourism/Economic Development	3,745	3,745	-
State's Attorney	11,840	11,840	-
Courthouse	11,115	11,115	-
Millington Pool	4,720	4,720	-
Public Works -swipe cards	6,785	6,785	-
Library	15,000	15,000	-
Supplies/services for teleworking, remote meetings, education, misc	217,028	217,028	-
MUNICIPALITIES	69,890	69,890	-
Town of Betterton	6,953	6,953	-
Town of Chestertown	5,280	5,280	-
Town of Galena	32,251	32,251	-
Town of Millington	7,310	7,310	-
Town of Rock Hall	18,096	18,096	-
Board of Elections	8,768	8,768	-
Absentee ballots, security, staffing, IT, misc	8	8	-
Building Modifications Necessitated by COVID-19	8,760	8,760	-
Human Services	298,831	249,832	48,999
Food Operations - Community Mediation Upper Shore	131,955	85,476	46,479
Food Operations - Maryland Food Bank	14,000	14,000	-
Food Operations - Feed the Elderly	7,300	7,300	-
Food Operations - Social Action Committee for Racial Justice	48,795	48,794	1
Food Pantry - Refrigerators	15,000	15,000	-
Mobile Pantry-Maryland Food Bank	2,000	-	2,000
Mobile Pantry-Consultant	15,000	15,000	-
Kent Center - Food & Web Cams	14,781	14,637	144
Rental Assistance - MRDC	50,000	49,625	375
Broadband Initiatives	356,000	356,000	-
Expand broadband services in Golts area	313,000	313,000	-
Expand broadband services along Georgetown Rd	43,000	43,000	-
Expand broadband - EBS Radio Equipment	-	-	-
Economic Development	596,619	596,619	-
Business Advisor Consultant	40,800	40,800	-
Business Relief Grant - Sanitization	8,120	8,120	-
Restaurant Relief Grant	103,435	103,435	-
Business Stimulus Grant	154,000	154,000	-
COVID-19 Modification Grants (Health Dept reimb 30K)	68,037	68,037	-
Kent County CARES for Growth Grants	222,227	222,227	-
Message Board	10,686	10,686	-
Isolation Cell	3,552	3,552	-
Department of Social Services Laptops	30,000	30,000	-
Unassigned	3,759	-	3,759
Total	1,694,494	1,641,736	52,758



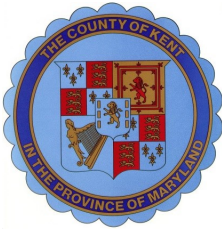
**Parks and Recreation
1/26/2021
County Commissioners Meeting**

Item Summary:

Recreation Program Coordinator Vacancy

ATTACHMENTS:

Description



**Water and Wastewater Division
1/26/2021
County Commissioners Meeting**

Item Summary:

Skidders Neck Generator Replacement

ATTACHMENTS:

Description

01.26.21 Skidders Neck Generator Replacement Quotes

Kent County Dept. of Water & Wastewater Services

QUOTE SUMMARY SHEET

Minimum 3 verbal quotes for items/services \$5,000 & less

Minimum 3 written bids for items/services >\$5,000

Use this form to summarize quotes received and to recommend vendor award

Name: Ron Roark Purchase Order Number: _____

Signature of Person Obtaining Quotes: 

Items/Services Requested: New Generator For Skinners Neck Pump Station

#	DATE	Vendor Name	Contact Person	Phone Number	Total \$ Amount Quoted
1	11/19/20	Craig Generator & diesel, LLC	Danny Craig	410-708-3556	\$25,960.00
2	12/1/20	Marino Industrial	Jon LeFever	610-872-3630	\$26,860.00
3	12/2/20	Bob Lawson	Bob Lawson	410-708-7027	\$34,500.00
4					
5					

Recommended Vendor: Craig Generator & Diesel, LLC

(If you are recommending other than low quote, you are required to provide written justification as to why low quote was not selected)

Supervisor Approval : _____ Date : _____

Attach this form and quotes obtained to your Purchase Order for submittal.

09/18/13

Craig Generator & Diesel, LLC

1325 Crystal Beach Road

Earleville, MD. 21919

410-708-3556

Danny L. Craig

November 19,2020

Kent County Department of Water & Wastewater Services

709 Morgnec Road

Suite 101

Chestertown, MD 21620

RE: Replacement Generator for Skinners Neck

Quote for replacing Kohler 60 KW with Onan Model RG 60 KW Genset

Attention: Ron Roark

Price: \$25,960.00

The above price will include the following:

- #1 Unhooking and removal of Kohler 60KW
- #2 Installation of Onan Model RG 60 KW Genset
- #3 Hooking up all A/C wiring
- #4 Rework Propane plumbing
- #5 Testing operation of unit
- #6 2 hour – Load Bank
- #7 Disposal of Kohler 60 KW

Price includes: New Genset, Labor & Materials so that unit is ready in Turnkey Operation

Note: A 50% deposit of \$12,980.00 will be required to order Genset.



December 1, 2020

*** Email Transmittal < rroark@kentgov.org >***

Mr. Ron Roark

Kent County Division of Water and Wastewater
709 Morgnec Road
Chestertown, MD 21690

Re: Rock Hall 60KW Generator Replacement

Mr. Swartz:

I am writing this letter to provide pricing for purchasing and replacing the 60KW Kohler Generator for the pump station in Rock Hall. Kohler Model KG60, The LP generator operates at 120/240 volt and is rated for 62kW. The output amperage is 188 amps. This quote will include the delivery and installation at the site. The quote assumes that the existing wires and ATS equipment is in good working order and will remain. Any additional materials and work needed will be bought to your attention for approval.

There is a 14-16 week lead time on the generator.

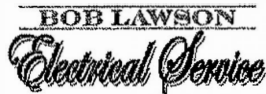
Generator\$26,860.00
(Twenty-Six Thousand and Eight Hundred and Sixty US Dollars)

Thank you for this opportunity to be of service, please feel free to contact me if you have any questions or comments on this proposal.

Sincerely,

Jon P LeFevre

Jon P LeFevre
Engineering Manager



103 Division St., Galena, MD 21635
 410-708-7027
 MD: License #8743
 DE: License #T1-0005742

PROPOSAL

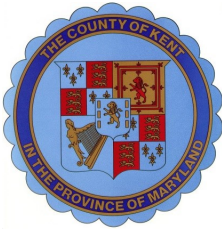
Date	Proposal No.
12/2/2020	122

Name/Address

Job

Kent County Public Works
 709 Morgnec Road
 Chestertown, MD 21620

Description	Qty	Rate	Total
Installation of new Cummins 60 KW propane fueled generator & automatic transfer switch and all required components. Unit to be located at Crosby Rd, Rock Hall	1	34,500.00	34,500.00
Removal of existing unit and transfer switch.		0.00	0.00
Clean up and prepare site as required.		0.00	0.00
Set new unit by crane and secure as necessary.		0.00	0.00
Install new transfer switch and make all necessary electrical and communication connections		0.00	0.00
Make all necessary electrical connections to new generator.		0.00	0.00
Any modifications to existing electrical system to accommodate new generator to be included in cost.		0.00	0.00
Make arrangements and coordinate propane gas connections with propane provider.		0.00	0.00
Commission and test run unit as per manufactures requirements		0.00	0.00
Deposit of \$16,000 due upon acceptance of proposal.		0.00	0.00
Balance of \$15,500 due upon completion and commissioning of new generator.			
Total			\$34,500.00



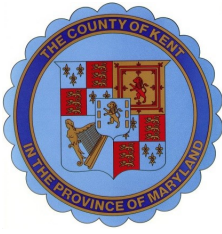
**Water and Wastewater Division
1/26/2021
County Commissioners Meeting**

Item Summary:

Contingency Request Worton Lagoon Pump Out

ATTACHMENTS:

Description



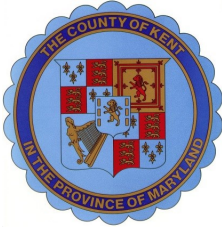
**J. Terry Ober, Inspector, Kent Alcohol and Tobacco Enforcement
1/26/2021
County Commissioners Meeting**

Item Summary:

Inspector's 3rd and 4th Quarter Report

ATTACHMENTS:

Description



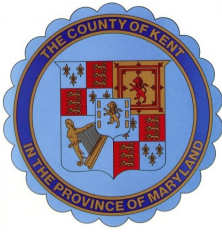
J. Terry Ober, Inspector, Kent Alcohol and Tobacco Enforcement
1/26/2021
County Commissioners Meeting

Item Summary:

Liquor License Establishment Correspondence

ATTACHMENTS:

Description



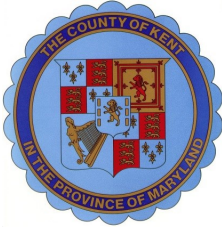
Sondra M. Blackiston, Clerk/KATE Manager
1/26/2021
County Commissioners Meeting

Item Summary:

2021 Alcoholic Beverage Renewal Process

ATTACHMENTS:

Description



Sondra M. Blackiston, Clerk/KATE Manager
1/26/2021
County Commissioners Meeting

Item Summary:

Certificate of Recognition, J. Terry Ober

ATTACHMENTS:

Description

01.26.21 J. Terry Ober, Certificate of Recognition

01.26.21 Press Release J. Terry Ober, Quarter 3 Top Tips Trainer

Section 24-1903. Alcohol awareness program



Certificate of Recognition

This is to certify that

J. Terry Ober

is hereby recognized

for being the Quarter 3 Top Trainer in the Training for Interventions Procedures (TIPS). Inspector Ober trained 222 individuals during Quarter 3. We, the County Commissioners of Kent County, Maryland, join Health Communications, Inc. in recognizing Inspector Ober's community efforts to train people with the necessary skills to prevent the problems associated with the misuse of alcohol.

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

January 26, 2021

For Immediate Release: January 26, 2021 Contact: Sondra M. Blackiston
410-778-4600
KATE@kentgov.org

J. Terry Ober, Inspector, Kent Alcohol and Tobacco Enforcement achieves Service
Award from Health Communications, Inc.

The Kent County Commissioners of Kent County, Maryland recognize J. Terry Ober, Inspector, Kent Alcohol and Tobacco Enforcement in the achievement of being the Quarter 3 Top Trainer in the Training for Interventions ProcedureS (TIPS) program, training 222 individuals.

The TIPS program has trained and certified close to three million people worldwide. It is through the efforts of Inspector Ober and other trainers throughout the country that the communities are better prepared to reduce drunk driving and the misuse of alcohol. The County Commissioners of Kent County do hereby join Health Communications, Inc. in recognizing Inspector Ober's community efforts to train people with the necessary skills to prevent the problems associated with the misuse of alcohol.

A retired Maryland State Trooper (MSP), Mr. Ober's post MSP career focused on intervention programs for at-risk youth and educational curricula for school aged children, 9th – 12th graders. As a lecturer since 1994, Mr. Ober's broad instructional expertise in drug and alcohol abuse, impaired driving, and traffic safety are an invaluable asset to Kent County. Mr. Ober has been a TIPS Instructor for over 11 years and has served as the Kent Alcohol and Tobacco Enforcement Inspector since 2019.

###

Md. Ann. Code art. AB, Section 24-1903

Including all Acts of the 2019 Regular Session of the General Assembly

- [MD - Annotated Code of Maryland](#)
- [ALCOHOLIC BEVERAGES](#)
- [DIVISION II. PROVISIONS AFFECTING INDIVIDUAL JURISDICTIONS](#)
- [TITLE 24. KENT COUNTY](#)
- [SUBTITLE 19. CONDUCT OF LICENSE HOLDERS](#)

Section 24-1903. Alcohol awareness program

(a) Presence required; temporary absence from licensed premises allowed. --

(1) The license holder or an individual designated by the license holder who is employed in a supervisory capacity shall:

(i) be certified by an approved alcohol awareness program; and

(ii) except as provided in paragraph (2) of this subsection, be present on the licensed premises during the hours in which alcoholic beverages may be sold.

(2) The license holder or individual specified in paragraph (1) of this subsection may be absent from the licensed premises for a personal or business reason or an emergency if the absence lasts for not more than 2 hours.

(3) The Board shall require the license holder to keep a log book on the licensed premises that documents each temporary absence, the length of time of the absence, and the reason for the absence, in the form that the Board requires.

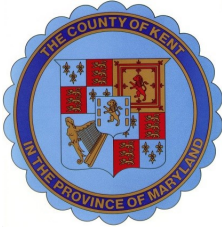
(b) Penalty. -- A license holder who violates this section is subject to:

(1) for a first offense, a \$ 100 fine; and

(2) for each subsequent offense, a fine not exceeding \$ 500 or a suspension or revocation of the license or both.

History

An. Code 1957, art. 2B, Section 13-101(c)(2)(i)3, (iii), (iv)1, 4, (d); 2016, ch. 41, Section 2.



Clay B. Stamp, County Manager, Talbot County
1/26/2021
County Commissioners Meeting

Item Summary:

Annual Transportation Plan for FY 2022 Transportation Services

ATTACHMENTS:

Description

01.26.21 Clay B. Stamp, County Manager, Talbot County, Annual Transportation Plan for 2022 Transportation Services, Delmarva Community Services, Inc., Delmarva Community Transit, Grant Application



TALBOT COUNTY MARYLAND

COURT HOUSE
11 N. WASHINGTON STREET
EASTON, MARYLAND 21601-3178

CLAY B. STAMP
County Manager

PHONE: 410-770-8010
www.talbotcountymd.gov

FAX: 410-770-8007
TTY: 410-822-8735
cbstamp@talbotcountymd.gov

DATE: January 13, 2021

TO: Operators Providing Transportation Services in
Caroline, Kent and Talbot Counties (Public and Private)

FROM: Clay B. Stamp, Talbot County Manager *Clay B. Stamp*

SUBJECT: Annual Transportation Plan for FY 2022 Transportation Services

Delmarva Community Services, Inc./Delmarva Community Transit is in the process of applying to the Maryland Department of Transportation and the Federal Transit Administration. This letter is to notify you about Delmarva Community Services' application, our FY-22 Annual Transportation Plan (ATP), and to solicit your comments on the proposed plan.

Delmarva Community Transit is a public transit system that provides transportation services for the residents of Caroline, Kent and Talbot counties, including elderly persons and persons with disabilities, as well as the general public. Delmarva Community Transit is applying for grant funds to continue to operate these public and specialized transportation services. The ATP contains requests for funding assistance from the following programs:

- the Statewide Special Transportation Assistance Program (SSTAP) which provides funds for transportation of elderly persons and persons with disabilities;
- the Section 5311 of the Federal Transit Act which provides funds for general public transit service in rural areas;
- the Americans with Disabilities Act (ADA) program which provides funds for federally required paratransit services for persons with disabilities;

The details of how these funds will be used are documented in the Delmarva Community Transit Annual Transportation Plan for FY-22 which will be available for review after January 29, 2021 at the Transportation Office, 10502 Greensboro Road, Denton, MD 21629 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday. Written comments on this plan may be submitted through Friday, February 12, 2021 to Andrea Waters, Transportation Grants Specialist, Delmarva Community Transit, 10502 Greensboro Road, Denton MD. 21629.

Public hearings on this Plan will be conducted by Delmarva Community Services, Inc., via virtual meeting, on behalf of the Talbot County Council on Monday, February 22, 2021 from 10:00 a.m. to 11:00 a.m.; on behalf of Caroline County on Tuesday, February 23, 2021 from 10:15 a.m. to 11:15 a.m.; and on behalf of Kent County on Tuesday, February 23, 2021 from 1:00 p.m. to 2:00 p.m. All interested persons may contact Andrea Waters at 410-221-1910 or email andrea@dcsdct.org for information on joining the virtual meetings. A copy of the notice of public hearing is enclosed.

If you should need additional information on our service proposal, please contact Andrea Waters at 410-221-1910.

County Commissioners
Office

Date 1-19-21 *LJC*

PUBLIC HEARING NOTICE

The County Council of Talbot County Maryland, on behalf of the Counties of Caroline, Kent and Talbot, intends to submit the annual application for grant funds from the State of Maryland, Mass Transit Administration and the Federal Transit Administration for continuation of existing transit services in Caroline, Kent and Talbot Counties. Unless otherwise specified, the local match is divided equally among the three counties.

Statewide Specialized Transportation Assistance Program (SSTAP) provides funds for transportation of the elderly and persons with disabilities. The total FY22 projected budget for operating is \$480,869.00, of which \$360,652.00 is the State share; \$120,217.00 is the local match.

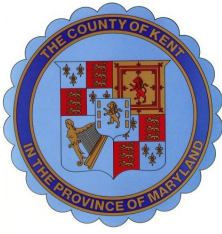
The Federal Section 5311 Public Transportation Program provides funds for the transportation of the general public. The total FY22 projected operating budget is \$682,186.00, of which \$445,663.00 is the federal and State share; \$236,523.00 is the local match.

The total FY22 capital budget is \$30,000.00, of which the federal share is \$24,000.00; \$6,000.00 is the local match. The capital request is for Preventative Maintenance costs.

The primary goal of the Americans with Disabilities Act (ADA) funding is to provide general purpose transportation for persons with disabilities who are unable to use the fixed-route public transit in Easton due to their disability. The total projected FY22 ADA operating budget is \$44,444.00, of which \$40,000.00 is the State share and \$4,444.00 is the local share provided by Talbot County.

The Proposed FY22 Annual Transportation Plan is available for review after January 29, 2021 at the Delmarva Community Transit Transportation Office located at 10502 Greensboro Road, Denton, Maryland between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, and at the Office of Talbot County Council located at 11 N. Washington Street, Suite 13, Easton, Maryland between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday.

Public hearings on this Plan will be conducted by Delmarva Community Services, Inc., via virtual meeting, on behalf of the Talbot County Council Monday, February 22, 2021 from 10:00 a.m. to 11:00 a.m.; on behalf of Caroline County Tuesday, February 23, 2021 from 10:15 a.m. to 11:15 a.m.; and on behalf of Kent County Tuesday, February 23, 2021 from 1:00 p.m. to 2:00 p.m. All interested persons may contact Andrea Waters at 410-221-1910 or email andrea@dcsdct.org for information on joining the virtual meetings. Written comments may also be submitted prior to the public hearings to Andrea Waters, Transportation Grant Specialist, Delmarva Community Transit, 10502 Greensboro Road, Denton, Maryland 21629. Alternate formats of this plan are available by contacting the Delmarva Community Transit Caroline County Dispatcher at 410-479-3867, the Kent County Dispatcher at 410-778-5187, the Talbot County Dispatcher at 410-822-4155, or the Maryland Relay Service for the hearing and speech impaired at 7-1-1, by no later than Friday, February 12, 2021.



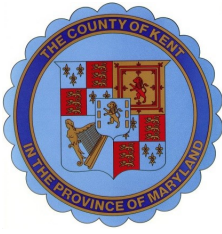
**Commission on Aging
1/26/2021
County Commissioners Meeting**

Item Summary:

Request for Appointment

ATTACHMENTS:

Description



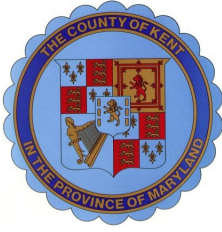
Interest Form
1/26/2021
County Commissioners Meeting

Item Summary:

Committee Interest Form Received

ATTACHMENTS:

Description



Richard Goodall, Chief Executive Officer, The Dixon Group, Inc.
1/26/2021
County Commissioners Meeting

Item Summary:

Letter of Concern

ATTACHMENTS:

Description

01.26.21 Response Letter, Richard Goodall, Chief Executive Officer, The Dixon Group, Inc.

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

January 26, 2021

The Dixon Group, Inc.
Richard Goodall, Chief Executive Officer
800 High Street
Chestertown, Maryland 21620

Re: Letter of Concern

Dear Mr. Goodall:

We are in receipt of your letter dated January 4, 2021. We will take your recommendations and observations under careful consideration. Thank you for bringing your concerns to our attention.

Very truly yours,

THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND

P. Thomas Mason

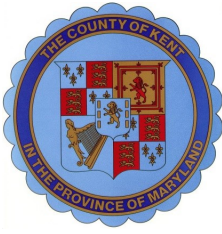
P. Thomas Mason, President

Ronald H. Fithian
Ronald H. Fithian, Member

Robert N. Jacob, Jr.
Robert N. Jacob, Jr., Member

KCC:lrc





Procedures for Public Comment 1/26/2021 County Commissioners Meeting

ATTACHMENTS:

Description

Procedures for Public Comment

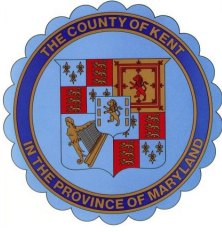
BOARD OF COUNTY COMMISSIONERS OF KENT COUNTY PROCEDURES FOR PUBLIC COMMENT

In response to the State of Emergency due to COVID-19, and in lieu of public appearance, the meeting is 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.



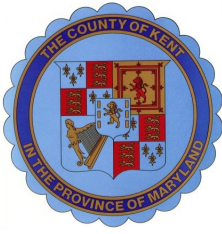
Charles D. MacLeod, Esq., MacLeod Law Group, LLC
1/26/2021
County Commissioners Meeting

Item Summary:

Public Works Agreement

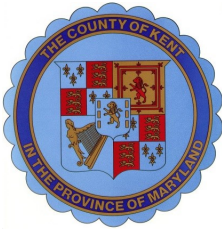
ATTACHMENTS:

Description



Thomas N. Yeager, County Attorney
1/26/2021
County Commissioners Meeting

ATTACHMENTS:
Description



Contingency and Use of Fund Balance Report 1/26/2021 County Commissioners Meeting

ATTACHMENTS:

Description

Contingency Report as of December 15, 2020

**FY21 CONTINGENCY & USE OF FUND BALANCE
AS OF COMMISSIONERS MEETING MINUTES DATED
December 15, 2020**

CONTINGENCY				
DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION	
9/29/20	Capital Projects	\$ 17,750	Quaker Neck Public Landing Pier and Mooring	
10/6/20	Planning and Zoning	15,000	Task Force Support - Comprehensive Rezoning Update	
10/20/20	Commissioners Office	30,000	Workstations and items to complete security configuration	
10/27/20	Environmental Operations	16,600	Accrued penalties for effluent violations at Nicholson Landfill	
11/17/20	Detention Center	4,000	Control Panel System	
12/8/20	Capital Projects	65,900	Tuner's Creek Bulkhead & Boat Ramp Replacement	
TOTAL		<u>\$ 149,250</u>		
BEGINNING CONTINGENCY BUDGET		\$ 800,000		
ENDING CONTINGENCY BALANCE		<u>\$ 650,750</u>		
USE OF FUND BALANCE				
DATE APPROVED	DEPARTMENT	AMOUNT APPROVED	DESCRIPTION	
09/08/2020	Alcoholic Beverage Inspector	\$ 11,732	Full-time equivalent hours increased from .50 to .70	
12/08/2020	Commissioner's Office	\$ 1,380	Maintenance on Hearing Room audio/visual equip	
TOTAL		<u>\$ 13,112</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.				